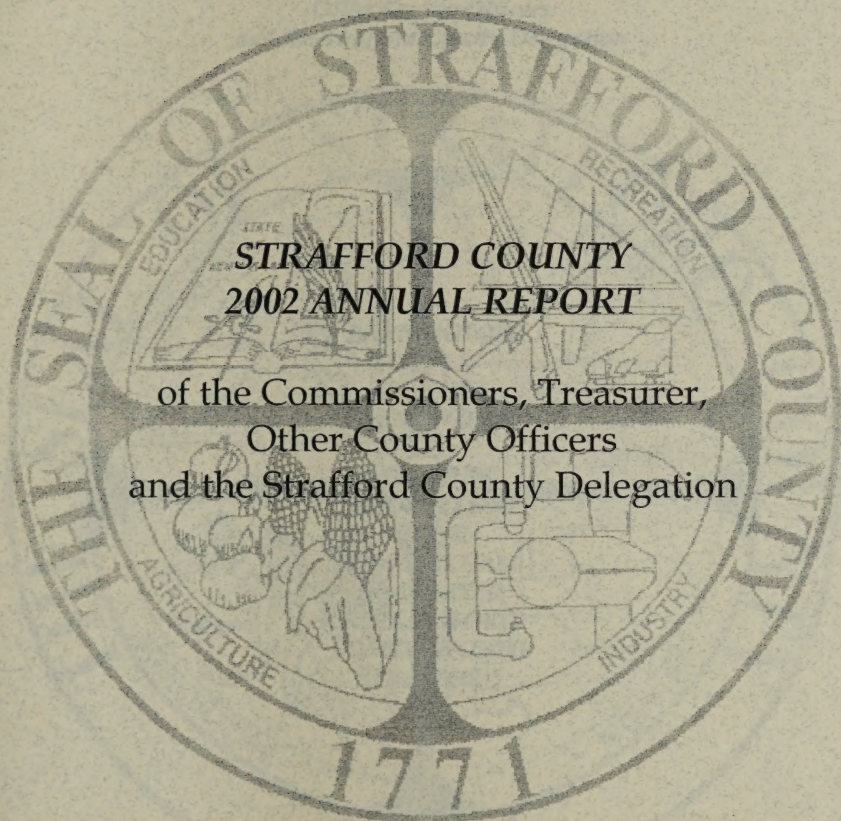


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STRAFFORD COUNTY 2002 ANNUAL REPORT



STRAFFORD COUNTY 2002 ANNUAL REPORT

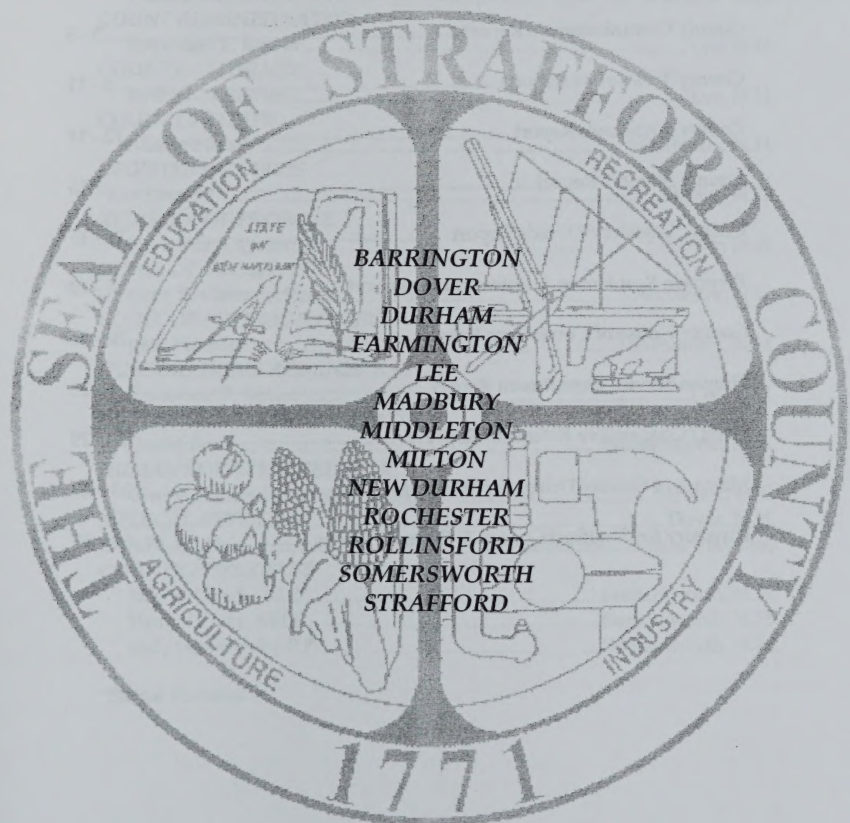
**of the Commissioners, Treasurer,
Other County Officers
and the Strafford County Delegation**

**For the Year Ending
December 31, 2002**

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**STRAFFORD COUNTY
2002 ANNUAL REPORT**

*of the Commissioners, Treasurer,
Other County Officers
and the Strafford County Delegation*



**For the Year Ending
December 31, 2002**

STRAFFORD COUNTY 2002 ANNUAL REPORT

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STRAFFORD COUNTY OFFICERS

2001 - 2002

COMMISSIONERS

George Maglaras, Chairman* Dover, N.H.

Paul J. Dumont, V. Chairman* Rochester, N.H.

Ronald R. Chagnon, Clerk* Farmington, N.H.

TREASURER

Pamela J. Arnold* Milton, N.H.

COUNT ADMINISTRATOR

Raymond F. Bower Lee, N.H.

COUNTY ATTORNEY

Janice K. Rundles Lee, N.H.

COUNTY SHERIFF

Martin Heon* Middleton, N.H.

REGISTER OF DEEDS

Leo Lessard* Milton, N.H.

REGISTER OF PROBATE

Kimberly S. Quint* Dover, N.H.

JUDGE OF PROBATE

Gary R. Cassavechia Rochester, N.H.

CLERK OF SUPERIOR COURT

Julie Howard Newmarket, N.H.

NURSING HOME ADMINISTRATOR

Raymond F. Bower Lee, N.H.

CORRECTIONS ADMINISTRATOR

David Funk Somersworth, N.H.

HUMAN SERVICES DIRECTOR

Cheryl A. Moulton Berwick, M.E.

MEDICAL REFEREES Dover, N.H.

CHAPLAINS Ecumenical Services Provided

COUNTY PHYSICIANS

Edwin Charle, M.D. Somersworth, N.H.

Patrick Clary, M.D. Somersworth, N.H.

Judy Santangelo, P.A. Somersworth, N.H.

**Elected Positions*

STRAFFORD COUNTY 2002 ANNUAL REPORT

STRAFFORD COUNTY LEGISLATIVE DELEGATION

2001 - 2002

Russ Albert	Rochester, N.H.
Roger Berube*	Somersworth, N.H.
David Bickford	New Durham, N.H.
William P. Brennan*	Rochester, N.H.
Julie Brown*	Rochester, N.H.
Frank Callaghan, Vice Chairman*	Rochester, N.H.
Larry Cossette	Rochester, N.H.
Marlene DeChane	Barrington, N.H.
Patricia Dunlap	Rochester, N.H.
Iris Estabrook	Durham, N.H.
Paul Ferland*	Rochester, N.H.
Gary Gilmore, Chairman*	Dover, N.H.
Earle Goodwin	Dover, N.H.
Anne Grassie, Clerk*	Rochester, N.H.
Michael Harrington	Barrington, N.H.
Richard Heon	Somersworth, N.H.
Christopher Hughes	Somersworth, N.H.
Nancy Johnson	Middleton, N.H.
Naida Kaen	Lee, N.H.
William Knowles*	Dover, N.H.
Douglas Lachance	Rochester, N.H.
Donald Lent	Durham, N.H.
Gerald McCarthy*	Farmington, N.H.
George T. Musler	Barrington, N.H.
Arthur Pelletier*	Dover, N.H.
Marsha Pelletier	Dover, N.H.
Raymond Proulx (Deceased)	Dover, N.H.
Christopher Reid	Dover, N.H.
Michael S. Rollo*	Rollinsford, N.H.
Marjorie Smith	Durham, N.H.
Clair Snyder*	Somersworth, N.H.
Judith Spang	Durham, N.H.
Kathleen N. Taylor*	Dover, N.H.
William Tsiros	Farmington, N.H.
James Twombly	Rochester, N.H.
Janet Wall*	Madbury, N.H.
Rodney J. Woodill*	Milton, N.H.
Phyllis Woods	Dover, N.H.

*Denotes Executive Committee Member

STRAFFORD COUNTY 2002 ANNUAL REPORT

2002 ANNUAL REPORT OF THE STRAFFORD COUNTY COMMISSIONERS

The third year of the new century saw many changes for United States of America. As many challenges rippled through the United States, they influenced Strafford County in many ways. Changes in the Federal, State, and County funding relationship continued to challenge us to provide new and innovative ways of providing services with shrinking resources.

The 2002 budget, like many of the last several years, came with a minimal tax increase; however, we found it impossible to author this budget with no tax increase without some "pain." The 2002 budget eliminated eight (8) positions (currently open or unfilled positions) from Riverside Rest Home. These positions will be eliminated until the Rest Home's revenue base expands to support their reinstatement.

On a more positive note, the budget supported all County operations at existing levels. All programs initiated in the 2001 budget designed to curb Strafford County's ever-growing inmate population were fully funded for 2002. The budget also included a fully funded Union Agreement and provided equivalent salary and benefit adjustments for all non-Union County employees. Also, due to the excellent real estate market and record-low interest rates, the Registry of Deeds' revenues were well above projections for the year.

Strafford County's Riverside Rest Home continued to suffer from the same difficult market situations as many area nursing homes. Nearly one-third of New Hampshire nursing homes are in bankruptcy protection as a result of high wage demands due to a severe nursing shortage and falling reimbursement rates. Approaches to deal with these situations vary by facility. Some nursing homes closed beds, as they could not find help to care for a "full house". Our approach was to continue the same high level of services that we have always provided at Riverside Rest Home. Riverside Rest Home currently has a substantial waiting list of fifty (50) residents in need of nursing home care. With other nursing homes closing beds, the County simply could not reduce services to its residents who are "most in need."

The impact of the severe nursing shortage has not been limited to Riverside Rest Home. As 2002 ended, the Strafford County House of Correction only had two nurses in their employ. This issue, plus the unchecked spiraling of inmate medical costs, has forced us to privatize the medical coverage at the Strafford County House of Corrections. Prime-Care of Pennsylvania was the successful vendor and will provide an HMO-type medical program. A detailed cost estimate shows a financial savings for the County.

In mid-summer, H.E. Sargent was chosen as the General Contractor for the new House of Corrections. As the year 2002 ended, the project was running slightly behind schedule due to extreme winter weather conditions. We have received assurances from H.E. Sargent officials that they will work hard to make up this lost time.

We are pleased to report that in 2002 we finalized an Agreement with the United States Marshall's service regarding a capital investment in the new Strafford County House of Corrections. This Agreement provided \$1.2 million, which enabled the County to add seventy-two (72) beds to the

STRAFFORD COUNTY 2002 ANNUAL REPORT

House of Corrections. This will include forty (40) beds in the renovated House of Corrections and thirty-two (32) in the addition. In turn, Strafford County will commit forty (40) of these beds for the U.S. Marshall's use, for which the County will receive our customary boarding reimbursement. This is a significant accomplishment and will provide approximately \$800,000 in annual boarding revenue to help offset the cost of the jail bond and operating expenses at the new Jail.

Simultaneous with the construction of the new Jail, Department of Corrections staff has begun the training and transition process for the new House of Correction. County staff, working with our consultant, Dennis Liebert & Associates, has begun to identify furniture, fixture, and equipment (FF&E) needs and are developing the new policies and procedures necessary to operate a direct supervision facility. We continue to be pleased with the financial support from the National Institute of Corrections, who provided free technical support and staff training.

The dramatic developments in the planning and construction of the new Jail overshadowed the newly designed programming associated with the House of Corrections inmate community release program in 2002. We are pleased to report that the program of releasing pre-trial inmates into the community with extensive monitoring expanded significantly through the end of 2002. The twelve to fifteen (12-15) people that were being successfully monitored in the Strafford County region when the program began was expanded to fifty-three (53) inmates by the end of summer. By the end of 2002, Strafford County not only monitored pre-trial, but also started an early release program, The Step Down Program, where sentenced inmates are released into the community with extensive supervision before the expiration of their original sentences. These programs work hand-in-hand with other programs offered at the House of Corrections and are an integral part of proper inmate processing through the system. We are very proud and pleased with the cooperative effort of all the segments of the criminal justice system in Strafford County who continue to work hard to make this happen.

Cumulating a lengthy, years-long process of applications for funding, the joint venture of Strafford County, Strafford County Community Action, and the Dover Housing Authority was awarded a \$1.8 million Housing and Urban Development (HUD) grant for the construction of a twenty-six (26) unit elderly housing complex to be located on County property near Riverside Rest Home. As 2002 ended, we continued to struggle with the Federal paperwork necessary to begin this project; however, we are expecting occupancy in early 2004. The Covered Bridge Elderly Housing Complex, while separate from County finances, will have a relationship with RRH, whereby residents of both complexes will share services. This project reflects our efforts to support a continuum of care for the people of Strafford County.

On December 2, 2002, after almost a year of negotiations and fine-tuning, the Commissioners signed the Strafford County Conservation Easement in a partnership with the Society for the Protection of New Hampshire Forests to protect the bulk of County lands in perpetuity. The County has a total of 281 acres. Of this acreage, 212 were placed in the easement and 69 were exempted for current and future County requirements. The Commissioners worked closely with the Dover Open Lands Committee, UNH/Strafford County Cooperative Extension, and the Society for the Protection of New Hampshire Forests to develop this conservation easement for the County land that is a win-win-win situation for the County, SPNHF, and most importantly, the residents of Strafford County, who can use the property's campground, nature trail, cross country running trail, canoe launch, blue

STRAFFORD COUNTY 2002 ANNUAL REPORT

bird nesting area, and a multitude of other outdoor recreational activities that take place on the property.

In 2002, as in the past, we worked hard to limit our expenses while maximizing our potential revenues and we feel we accomplished this goal. As always, the County Commissioners wish to continue to provide excellent services to Strafford County residents, with the least possible impact on the Strafford County taxpayer.

We would like to take this opportunity to thank all of our County employees, who continue to perform their duties in an exemplary manner. A special thanks to all Department Heads, Elected and Appointed Officials, and the dedicated volunteers at the Jail, the Rest Home, and the Human Services Department for their continued service to the residents of Strafford County. Their loyalty and dedication help keep costs down and the level of service high.

Respectfully submitted,
BOARD OF COUNTY COMMISSIONERS

George Maglaras, Chairman
Paul J. Dumont, Vice Chairman
Ronald R. Chagnon, Clerk

2002 ANNUAL REPORT OF THE TREASURER

I would like to take this opportunity to extend my personal thanks to everyone that contributes to the operations of the County by serving on a board, a committee, and especially to all the citizens who take time to participate in County government affairs. I thank all the departments for their courtesy and cooperation. I especially wish to thank the Commissioners for their support and insight as we move forward on the jail project. I will work very closely with them to ensure that the proceeds of the bond issue are invested safely. Our very favorable bond rating is critical to our receiving such an attractive financing rate in the investment community.

I continue to make a determined effort to visit and network with all the communities in our County and with all the counties in New Hampshire. I have continued to be the Treasurer who is not just in the office, but also out and about in our County.

As I reported last year, the County's funds in all accounts are fully protected by collateralized securities held at the Federal Reserve Bank of Boston and by the Federal Deposit Insurance Corporation.

In closing, I wish to reiterate my appreciation to the County Delegation for their support. This cooperative atmosphere allows the best possible service to all the taxpayers of Strafford County.

Respectfully submitted,
Pamela J. Arnold
Strafford County Treasurer

STRAFFORD COUNTY 2002 ANNUAL REPORT

2002 APPROPRIATIONS

<u>JUSTICE & ADMINISTRATION</u>	<u>2002 APPROPRIATION</u>
Administration	280,499.00
County Attorney	818,080.00
Domestic Violence Prosecution Unit.....	419,534.00
Register of Deeds.....	409,029.00
Sheriff	822,146.00
Dispatch	270,274.00
Medical Examiner	26,000.00
J&A Maintenance	295,212.00
Human Services.....	7,201,180.00
Court Jester Café	60,859.00
Depart. of Corrections	4,140,344.00
Jail Industries Program Contracts.....	4.00
Jail Industries Program	127,712.00
Cooperative Extension	162,422.00
Soil Conservation District.....	48,250.00
Debt Accounts.....	685,472.00
Insurances-J&A.....	1,231,165.00
Community Action Program, Inc.....	62,000.00
Avis Goodwin Community Health Center	42,000.00
Southeastern N.H. Service Corp.....	25,000.00
Strafford Nutrition Program (Meals on Wheels)	40,000.00
Great Bay Training.....	5,962.00
Child Care Association	40,000.00
Seacoast Task Force (A Safe Place)	12,000.00
Seacoast Hospice	17,000.00
Behavioral Health & Development Services.....	15,000.00
Your VNA and Hospice(Coalition of VNA's)	72,000.00
Dover Adult Learning Center.....	32,500.00
Homemakers of Strafford County	20,000.00
Cocheco Valley Humane Society	30,000.00
County Convention	8,000.00
Employee Appreciation	2,000.00
Tuition Assistance.....	5,000.00
Contingency	2,000.00
Capital Expense-J&A & Deeds	<u>75,100.00</u>
TOTALS - J&A:	17,503,744.00

STRAFFORD COUNTY 2002 ANNUAL REPORT

2002 APPROPRIATIONS CONTINUED

<u>RIVERSIDE REST HOME</u>	<u>2002 APPROPRIATION</u>
Administration	883,599.00
Purchasing	89,699.00
Dietary	1,659,940.00
Nursing	5,249,168.00
Socio-Behavioral Unit.....	1,020,579.00
Resident Services.....	67,532.00
Maintenance	754,235.00
Laundry & Sewing.....	353,688.00
Housekeeping	554,248.00
Physician & Pharmacy	140,128.00
Staff Development	118,213.00
Physical Therapy.....	260,774.00
Activities	347,760.00
Occupational Therapy.....	19,089.00
Social Services	234,651.00
Insurances-RRH	1,875,579.00
Capital Expenses-RRH	<u>72,300.00</u>
TOTALS - RRH:.....	13,701,182.00
TOTAL EXPENDITURES:.....	31,204,926.00
REVENUES:	16,606,039.00
PRIOR YEAR SURPLUS:	1,250,000.00
AMOUNT TO BE RAISED BY TAXATION:	13,348,887.00

STRAFFORD COUNTY 2002 ANNUAL REPORT

2002 ESTIMATED REVENUES

<u>REVENUES</u>	<u>2002 ESTIMATE</u>
RRH	12,566,952.00
Registry of Deeds	1,100,000.00
Sheriff-Deputy Fees	160,000.00
Leased Office Space	505,454.00
Leased Land	2,440.00
Accounting Service	111,481.00
Bailiff Reimbursement.....	118,543.00
Registry of Deeds Equipment Account.....	67,600.00
Human Service 6% Grant	324,370.00
Jail Laundry Contract.....	15,000.00
Jail Income	650,000.00
Room & Board-Jail Industries.....	13,500.00
Jail Industries Commissary	20,000.00
Interest Earned.....	384,581.00
Sewer Grant.....	3,488.00
Domestic Violence Project Grant.....	250,000.00
Victim's Assistance Work Release	6,000.00
Correctional Industries	40,000.00
Employee Cont.-Health	132,630.00
Insurance Refunds	10,000.00
Miscellaneous Income	60,000.00
GAL Income-Human Services.....	2,000.00
Dispatch Alarm System	1,000.00
Meal Income-Court Jester Café.....	<u>61,000.00</u>
TOTALS:	16,606,039.00

STRAFFORD COUNTY 2002 ANNUAL REPORT

2002 FINANCIAL REPORT OF STRAFFORD COUNTY GOVERNMENTAL FUNDS BALANCE SHEET

ASSETS

Cash and Temporary Investments.....	15,898,978.00
Accounts Receivable and Revenues	485,699.00
Due From Other Governments.....	.00
Due From Other Funds.....	4,048,468.00
Security Deposit	13,750.00
Prepaid Expenses	9,722.00
 TOTAL ASSETS AND OTHER DEBITS.....	 <u>20,456,617.00</u>

LIABILITIES

Accounts Payable and Accrued Expenses.....	3,446,412.00
Deferred Revenue00
Due to Other Funds	<u>1,483,863.00</u>
 TOTAL LIABILITIES:	 <u>4,930,275.00</u>

FUND BALANCES

Reserved	13,745,441.00
Unreserved, reported in:	
General Fund	1,693,647.00
Capital Projects Fund	<u>87,254.00</u>
 TOTAL FUND BALANCES.....	 <u>15,526,342.00</u>
 TOTAL LIABILITIES AND FUND BALANCES	 <u>20,456,617.00</u>

STRAFFORD COUNTY 2002 ANNUAL REPORT

2002 FINANCIAL REPORT OF STRAFFORD COUNTY PROPRIETARY FUND BALANCE SHEET

ASSETS

Current Assets:

Cash and Temporary Investments.....	1,500.00
Accounts Receivable and Accrued Revenue.....	182,306.00
Due From Other Governments.....	1,648,725.00
Inventories.....	55,007.00
Prepaid Expenses.....	5,956.00
Total Current Assets.....	<u>1,893,494.00</u>

Non-Current Assets:

Land.....	207,983.00
Buildings and Improvements.....	6,132,613.00
Equipment and Vehicles.....	1,502,824.00
Less Accumulated Depreciation.....	<u>4,936,140.00</u>
Total Non Current Assets.....	<u>2,907,280</u>

TOTAL ASSETS.....4,800,774.00

LIABILITIES

Current Liabilities:

Accounts Payable and Accrued Expenses.....	173,490.00
Due to Other Funds.....	2,564,605.00
Bonds Payable, Current Portion.....	<u>111,994.00</u>
Total Current Liabilities.....	<u>2,850,089.00</u>

Non-Current Liabilities:

Accrued Compensated Absences.....	434,654.00
Bonds Payable, non-current portion.....	<u>853,539.00</u>
Total Non-Current Liabilities.....	<u>1,288,193.00</u>

TOTAL LIABILITIES.....4,138,282.00

NET ASSETS

Investment in Capital Assets, Net of Related Debt.....	1,941,747.00
Unrestricted.....	<u>-1,279,255.00</u>

TOTAL NET ASSETS.....662,492.00

TOTAL LIABILITIES AND NET ASSETS.....4,800,774.00

STRAFFORD COUNTY 2002 ANNUAL REPORT

STATEMENT OF OUTSTANDING DEBT-Year Ending December 31, 2002

<u>Date of Issue & Maturity</u>	<u>2002 Principal Payment</u>	<u>Balance 12/31/02</u>
1992-2012 Sewer Project	610,000.00	0.00
2001-2010 Capital Improvements	140,000.00	1,132,838.00
2002-2023 Jail Project	0.00	20,000,000.00
2002-2012 Refinance CIP & Sewer Bonds	0.00	623,750.00
Total Outstanding Debt:	750,000.00	21,756,588.00

2002 COUNTY TAX APPORTIONMENT

<u>City/Town</u>	<u>Proportion of Tax</u>	<u>Amount of Tax</u>
Barrington	7.5831%.....	1,012,265.00
Dover	27.6820%.....	3,695,246.00
Durham	9.3146%.....	1,243,400.00
Farmington	3.9850%.....	531,950.00
Lee	4.7027%.....	627,756.00
Madbury	1.7245%.....	230,206.00
Middleton	1.3275%.....	177,207.00
Milton	3.1338%.....	418,322.00
New Durham	3.0352%.....	405,172.00
Rochester	22.1230%.....	2,953,169.00
Rollinsford	2.6450%.....	353,075.00
Somersworth	8.4316%.....	1,125,529.00
Strafford	4.3119%.....	575,590.00
Totals:	100.0000%.....	\$13,348,887.00

AUDITORS' RECOMMENDATIONS AND FINDINGS

Year Ended December 31, 2002

Status of Prior Year's Findings (2001): There were no findings in the year 2001. Current Year's Findings: There are no current year findings.

Ron Beaulieu Company, P.C., Certified Public Accountants

2002 Strafford County General Purpose Financial Statements as of December 31, 2002, Together with Auditor's Report Including Single Audit Act

STRAFFORD COUNTY 2002 ANNUAL REPORT

2002 ANNUAL REPORT OF THE STRAFFORD COUNTY ATTORNEY

The Office of the Strafford County Attorney is responsible for overseeing the investigation and prosecution of all criminal cases in the County. The County Attorney also serves as general legal counsel for Strafford County. The primary responsibility of the Office, and the bulk of its workload, is the prosecution of criminal cases. By statute, RSA 7:6 and 7:34, the County Attorney serves as the Attorney General's representative in Strafford County, for the purpose of "enforc[ing] the criminal laws of the State." Thus, the County Attorney represents the interests of the State of New Hampshire in all criminal cases in Strafford County (with the exception of murder cases, over which the Attorney General's Office has exclusive jurisdiction). This function involves directing and/or reviewing criminal investigations undertaken by local and State Police; presenting evidence before the Grand Jury; reviewing and prosecuting misdemeanor cases that are appealed to the Superior Court; researching and responding to motions filed with the Court; attending depositions of witnesses and pretrial motion hearings; preparing witnesses for deposition, hearing, or trial; presenting the State's case at trial; arguing the State's position at the sentencing hearing; and representing the State's position in various post-conviction proceedings, such as sentence review, motions for new trial, and habeas corpus petitions.

The second responsibility of the County Attorney is to serve as legal counsel for Strafford County. This obligation also has its origin in RSA 7:34. A variety of duties are performed by the County Attorney in fulfilling this function, including, upon request of the County Commissioners, representing the County's interest in civil litigation in State and/or Federal Court; advising County officials on legal matters; and acting as a legal resource for the members of the County's legislative delegation, including advising them of the legal implications of proposed legislation.

The County Attorney has other duties that are prescribed by statute, including responding to untimely, suspicious, or unattended deaths and ordering that autopsies be performed where appropriate in such cases; initiating extradition proceedings to effectuate the return of fugitives to this State; and representing the interests of other States in proceedings to return fugitives to them for prosecution. In addition, as an elected public official, the County Attorney has a duty to the people of Strafford County, and to the judicial system, to improve the quality of justice and assist in expanding public awareness and understanding of our legal system. The County Attorney meets this responsibility by speaking before a variety of civic and public organizations concerned with understanding and improving the quality of justice in Strafford County, and by serving on committees and boards devoted to improving the legal system and law enforcement policies and procedures. The County Attorney is also actively involved in promoting legislation designed to improve the criminal justice system.

The County Attorney's Office operates a Victim Assistance Program that assists victims of and witnesses to crime in dealing with the criminal justice system. This program is designed to reduce the confusion and fear that people - especially children and domestic and sexual assault victims - often experience when they become involved with the criminal trial process for the first time. The job of the victim-witness assistants is to inform victims and witnesses about every phase of the criminal prosecution, and to insure that victims have input into the disposition of the cases involving them. The Victim Assistance Program in Strafford County is unique in the State in that the director and

STRAFFORD COUNTY 2002 ANNUAL REPORT

coordinator of the program are trained in conducting interviews with children who are victims of abuse and adult victims of sexual assault. To protect such victims from multiple interviews, and to protect the integrity of the investigation, Strafford County has long followed a protocol requiring that such victims be interviewed only once, on videotape, in the County Attorney's office. This protocol has been successful in protecting victims from being "re-victimized" by the court process. It has also been an invaluable tool in screening cases that should not be prosecuted and laying the groundwork for a successful prosecution in cases that are pursued.

The Strafford County Attorney has a Chief Investigator on staff, whose primary responsibility is to conduct any follow-up investigation required on felony cases. The Chief Investigator assists the Office's prosecutors in trial preparations where necessary, including locating witnesses for trial. The Chief Investigator has also conducted investigations in public integrity cases that have been referred to the County by the Attorney General's office, and for local police departments within the County where there is a conflict that prevents the local agency from undertaking the investigation. In addition, the Investigator has conducted internal investigations for the County at the request of the County Commissioners. The Chief Investigator also coordinates and assists in conducting training programs offered by the County Attorney's Office to all law enforcement agencies in the County.

The County Attorney's Office has a specialized Domestic Violence Unit, which consists of two full-time prosecutors, two victim-witness assistants (and one Americorps volunteer), an office manager/clerical support person, and the project coordinator. The Domestic Violence Unit prosecutes all misdemeanor cases of domestic abuse in District Court for 12 of the 13 police departments in the County. The Unit is part of a broader Domestic Violence Project for Strafford County, the goal of which is to utilize a multi-disciplinary approach to the problem of domestic violence by all involved agencies, including the Department of Corrections, A Safe Place, and the Strafford County Family Violence Council. The Dover Police Department's Anti-Stalking Unit, which prosecutes the misdemeanor abusive abuse cases for the City of Dover, participates as a partner in the Project in order to increase collaboration and provide county-wide consistency in dealing with this very serious community problem.

In 2002, the County Attorney's office fully implemented the "vertical prosecution" program, through which it took over the handling of all felony cases in the County as soon as an arrest is made. There are now two Assistant County Attorneys on pager at all times to facilitate notification of felony arrests. These attorneys work with the police departments on initial charging and bail decisions, and handle the arraignments and probable cause hearings in District Court. With the County Attorney's office involved in felony cases earlier in the process, consistency in the handling of these cases has improved, and the flow of cases from District Court to Superior Court has become smoother and speedier.

The County Attorney's Office is active in advising local and County officials in many areas of the criminal law. The County Attorney continues a policy of having an Assistant County Attorney available 24 hours a day, by pager, to advise and assist the County's 14 police departments and Troop A of the State Police on legal issues that arise in the course of their investigations. The County Attorney, the Deputy County Attorney, and the Assistant County Attorneys make themselves available to address many community and law enforcement groups on a variety of subjects, including: Child Abuse, Sexual Assault, Drug offenses, Motor Vehicle offenses, the workings of the

STRAFFORD COUNTY 2002 ANNUAL REPORT

Criminal Justice System, and many other topics of interest and concern to the community. In addition, the County Attorney's office continues to offer at least two law enforcement trainings per year for police departments within the County; as well as similar trainings, on request, for Correctional Officers from the Strafford County House of Corrections.

The following tables provide a summary of criminal case activity in 2002. All figures are provided courtesy of Julie Howard, the Clerk of the Strafford County Superior Court.

2002 SUMMARY OF SUPERIOR COURT CASE ACTIVITY STRAFFORD COUNTY ATTORNEY

<u>Case Type</u>	<u>Entries</u>	<u>Dispositions</u>
Felony	796	720
Misdemeanor	255	304
Violation	21	29
Other	122	127
Re-entries*	<u>1,219</u>	<u>1,192</u>
Totals	2,313	2,372

*Re-entries are closed cases in which new litigation has arisen, e.g., probation violations, re-trials following appeals, habeas corpus petitions, or motions for new trial.

2002 TRIAL ACTIVITY

<u>Total Trials</u>	<u>Number</u>	<u>Percentage</u>
Scheduled	393	64%
Reached	50	13%
Not reached	3	<1%
Continued	139	35%
Guilty Pleas	169	43%
Nol Prossed	13	3%
Remanded	5	1%
Diversion	5	1%
Other*	8	2%

*Includes bench trials, dismissals, and cases where the defendant failed to appear.

Respectfully submitted
Janice K. Rundles
Strafford County Attorney

STRAFFORD COUNTY 2002 ANNUAL REPORT

2002 ANNUAL REPORT OF THE STRAFFORD COUNTY SHERIFF'S OFFICE

R.S.A. 104:5 Duties: He by himself or his deputies, shall serve and execute all writs and other precepts to him directed, issuing from lawful authority; and shall perform the duties of Crier of the Court.

The Strafford County Sheriff's Office performs civil process service throughout the County, provides prisoner transports and security while in the Courtroom and has a responsibility for transporting Involuntary Emergency Admission (IEA) patients to their appropriate destination.

A Deputy has been assigned and is responsible for investigation and apprehension of fugitives from justice, felony capias' and domestic and small claims warrants. The Sheriff's Office provides a search and rescue service for Strafford County with the use of the Bloodhound Unit Division. The dedication of this Division is instrumental in developing the potential of finding lost or runaway children and lost or missing elderly people. In addition, the Unit provides assistance to local Law Enforcement Agencies in criminal matters and the apprehension of suspects.

The following is a breakdown of services provided and revenue returned to Strafford County in 2002:

Number of Prisoner Transports (courts/hospitals/etc):	<u>4,057</u>
Civil Process Revenue Returned to County:	\$125,000
Bailiff (AOC) Revenue Received from State:	122,467
Prisoner Security Revenue Received from State:	29,700
Juvenile Transport Revenue Received from State:	12,307
Outside Detail Revenue:	<u>6,031</u>
Total Return to Strafford County:	\$295,505
Sheriff's Office Operating Budget:	<u>\$822,146</u>
Cost to Strafford County Taxpayers:	\$526,641

The Sheriff's Office provides personnel who dispatch for Barrington Police and Ambulance, Rollinsford Police, Madbury Police, Milton Police, Farmington Police, Fire and Ambulance, New Durham Police, Middleton Police, Fire and Ambulance and Strafford Police and Lee Police. Additionally, Strafford County also provides secondary 911 dispatch back up for the cities of Dover, Somersworth and Rochester.

The Sheriff's Office continues to update and modernize its recording systems to better serve the residents of Strafford County. I would like to take this opportunity to express thanks to the Strafford County Commissioners, Ray Bower, County Administrator, and my entire staff at the Strafford County Sheriff's Office for their continued assistance and support.

Respectfully Submitted,
Wayne M. Estes, Sheriff, 2003-2004
Strafford County Sheriff's Office

STRAFFORD COUNTY 2002 ANNUAL REPORT

2002 ANNUAL REPORT OF THE STRAFFORD COUNTY REGISTER OF DEEDS

2002 was the most profitable year in the Registry's history and the Strafford County real estate economy was the strongest ever. So strong that in the past twelve (12) months, eleven (11) months have set individual income records. The total value of the Strafford County real estate transactions were almost one half a billion dollars for 2002. Revenues for the Registry exceeded budgeted expenses by \$1,021,619 for the year 2002.

The Registry continues to build upon the new optical document imaging system. The public can now access our records through the Internet. We currently have more than thirty (30) years of indexes and sixteen (16) years of images at our site, located at www.nhdeeds.com.

YEARLY FORECLOSURES 1991 THROUGH 2002

<u>Year</u>	<u>Total Foreclosures</u>
1991	513
1992	391
1993	328
1994	271
1995	159
1996	160
1997	129
1998	87
1999	82
2000	40
2001	35
2002	38

There has been a dramatic increase in the numbers of document recordings in the past twelve years. Documents recorded at the Registry have gone from 16,403 in 1991 to 34,228 in 2002, a 110% increase. These twelve years of recordings represents 48.15% of everything ever recorded in the Registry's 230 year history.

DOCUMENT RECORDING AND TRANSACTIONS

<u>Year</u>	<u>Documents</u>	<u>Year</u>	<u>Documents</u>
1991	16,403	1997	19,066
1992	18,798	1998	24,589
1993	19,139	1999	27,792
1994	19,129	2000	22,356
1995	15,912	2001	28,356
1996	17,827	2002	34,228

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REVENUES

<u>Year</u>	<u>To State</u>	<u>To County</u>	<u>Total</u>
1991	\$1,977,391	\$ 463,461	\$2,440,852
1992	\$1,832,936	\$ 520,341	\$2,353,277
1993	\$1,674,373	\$ 540,896	\$2,215,269
1994	\$1,774,715	\$ 515,496	\$2,290,211
1995	\$1,722,451	\$ 453,342	\$2,175,793
1996	\$1,792,083	\$ 510,340	\$2,302,423
1997	\$2,111,521	\$ 542,686	\$2,654,207
1998	\$2,623,241	\$ 702,036	\$3,325,277
1999	\$3,945,457	\$ 772,870	\$4,718,327
2000	\$5,710,249	\$ 827,000	\$6,537,249
2001	\$6,593,361	\$1,190,535	\$7,783,896
2002	\$7,393,384	\$1,430,648	\$8,824,032

The Deeds Office continues to update and modernize its recording systems and to fulfill the requirements of the laws that apply to functions of recording, retrieval, and security within the office. I would like to take this opportunity to thank my staff, the Strafford County Legislative Delegation and my fellow County Elected Officials for their support and counsel.

Respectfully submitted,
Leo Lessard, Registrar of Deeds
Strafford County Registry of Deeds

STRAFFORD COUNTY 2002 ANNUAL REPORT

2002 ANNUAL REPORT OF THE RIVERSIDE REST HOME ADMINISTRATOR

Riverside Rest Home is a 215-bed nursing facility established to care for the medically frail and elderly of Strafford County. Almost all of our residents are financially destitute due to the costs of medical care associated with their illness(es). As part of its operations, Riverside Rest Home manages a 20-bed unit dedicated to caring for people with Alzheimer's disease and related disorders and a twenty-two (22)-bed unit for residents who are challenged by behavior problems. Our facility has an excellent reputation for the care given by our caring, professional staff.

Consistent with Riverside Rest Home's mission, we responded to many community crises in 2002. Riverside staff skillfully assisted with these emergencies by helping with placements with community-based services or in Riverside if necessary. This policy, as authored by the Strafford County Commissioners, offers Riverside Rest Home staff the flexibility to handle a wide range of clients with admission criteria based on "how safe" a citizen is in their current living situation.

Activities held throughout the year included:

- Holiday Celebrations with Party and Decorations on each Unit
- New Year's Party
- Super Bowl Party
- Valentine's Day Parties
- Winter Blahs Party
- St. Patrick's Day Party
- Participation in Memorial Day and Veterans Day Parades in Rochester
- National Nursing Home Week in May
- Pancake breakfast for staff, residents, and families
- New England Telephone Pioneer Party
- Family Resident Non-Alcoholic Cocktail Party
- A week's stay at Weir's Beach in Laconia that included boat rides each day and two overnights
- Carnival Day of fun activities
- Ice Cream Smorgasbord
- Indian Head Resort
- Trip to Foxwoods Casino
- Gondola Rides up Cannon and Loon Mountains
- Rockingham Park Horse Races and Seabrook Dog Races
- Visited Several State Parks and Beaches
- Concerts on the Commons in Rochester, Prescott Park in Portsmouth, Cocheco Park in Dover
- Rochester Fair trips with 165 residents participating.
- ★Residents won over 200 ribbons for various contest entries
- October Fest
- Halloween Party
- Trick or Treat with Children in Motion Day Care
- Christmas Fair & Bake Sale
- Resident Float in Christmas Parade in Rochester
- Good Old Sports once a month
- Bingo trips once a month

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- Church services twice a week; Bible study once a week
- New Program:
 - ★Eucharistic Ministerial Distribution involving new training program to be adopted by NH Diocese of Manchester
- Makeover morning once a month
- Plant vegetable and flower gardens
- Fishing trips
- Theater trips
- Boat Trips
- Ice Cream Trip
- Baseball games
- Resident Council and Dietary subcommittee meetings
- Sewing and art group, small group activities
- Exercise groups
- Clothing show
- Mentoring Programs at local schools:
 - ★Literacy volunteering at Woodman Park School in Dover
 - ★Phoenix Group at Rochester Middle School
- Weekly Programs with Children in Motion Day Care for Residents and children
- Canobie Lake Trip
- Funtown Trip
- Christmas Tree Shop Trips
- Men's & Ladies Groups
- Summer Program with Happy Helpers Day Care
- Morning Coffees and Afternoon Teas
- Karoake, live Entertainment, shopping trips, dinners out to restaurants, movies, matinees, and many, many other activities on a daily and evening basis, seven days a week
- 25% of Residents Voted in Election—highest percentage of participation in many years

The revenue picture for Riverside Rest Home continues to be challenged. Despite having a reimbursement system based partially on how sick (acuity) a resident is, Riverside continues to be under-funded due to lack of State funding. The problem of New Hampshire State revenues/expenditures continues to come into play and affects Riverside's revenues by forcing across-the-board cuts as State budget figures are challenged.

In closing, I would like to recognize the excellent senior staff of Riverside Rest Home, particularly Melody Jones, Director of Administrative Services, Daralyn Stewart, RN, Director of Nursing and Related Services, and Tracy Slate, Assistant Director of Nursing, who have been very supportive during my tenure at Riverside. I would also like to thank the Strafford County Commissioners for providing guidance, direction, and support. With everyone's continued efforts, coupled with the support of the Strafford County Delegation, Riverside will continue to provide excellent care to the elderly of Strafford County.

Respectfully submitted,
Raymond F. Bower, Administrator
Riverside Rest Home

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2002 ANNUAL REPORT OF THE STRAFFORD COUNTY DEPARTMENT OF CORRECTIONS

In the year 2002, the Strafford County Department of Corrections continued to experience severe overcrowding for certain security level inmates in the facility. We modify the housing units weekly to accommodate the daily population.

All correctional and management staff completed their forty (40) hours of required in-service training and have been re-certified by the Certification Board of the New Hampshire Association of Counties. We now have a total of six (6) certified instructors to teach for the Department of Corrections.

We continued our agreements with the Federal Bureau of Prisons and the U.S. Marshals Service. We also continued our contract with the Volunteers of America to manage low risk pre-trial offenders in the community, who normally would be housed as inmates. There was an average of forty-five (45) individuals out on community monitoring during the year 2002.

With construction of the new facility well under way, the Department was granted permission by the Commissioners to establish a four (4) member Transition Team to re-write all facility policies and procedures, and to review job descriptions and staffing patterns.

Officer, Staff and Volunteer Training

As in past years, the Training Department has continued to seek training that is offered outside of the Department. Four (4) Supervisors were able to attend advanced classes for supervisory skills. One of the Field Training Officers received his Instructor's Certificate in OC spray from Police Standards and Training. Lt. Funk and Sgt. Noseworthy were able to attend classes given by the National Institute of Corrections for "Training the Trainers" so that they are able to train the staff in "direct supervision." Seven (7) officers graduated from the New Hampshire Association of Counties Corrections Academy this year. We broadened the instruction for any civilian staff and volunteers to ensure all areas of working in a facility are covered. The following is a list of the classes that have been offered for in-service training in the year 2002:

- a. Cardio-Pulmonary Resuscitation (CPR) and First Aid Re-certification
- b. Computer Training for new Jail Management System
- c. Facility Searches
- d. Report Writing
- e. Legal Issues/Courtroom Procedures
- f. Stress Management
- g. Positive Approaches to Visitation
- h. Industries/Family Reception Center
- i. Pro-Restraint Chair
- j. Sexual Harassment/Discrimination
- k. AFIS Update
- l. Fire Evacuation Procedures
- m. Defensive Tactics/Handcuffing

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- n. Inmate Supervision
- o. Hostage Taking
- p. Gang Identification
- q. Physical Fitness Training
- r. Policies and Procedures
- s. Problem Exercises for Officers

Programs Report

Work Release: Strafford County had seventy-one (71) work release participants, with five (5) revocations. Work release revenue was \$58,611.02, with five percent going to victims assistance, which totaled \$2,930.55. There was also one (1) participant out on childcare release.

Education: Eighteen (18) students were tested for GED exam. Fourteen (14) students passed the exam and were issued the GED diploma. An average of thirty (30) students were active weekly in the adult basic education program. Four (4) volunteer tutors worked with upwards of twenty (20) inmates in specific content areas such as math and English. North County Education (NCEF) provides special education services to an average of five (5) students per week.

PEPP Program: The Pre-Employment Planning Program (PEPP) had two hundred (200) inmates in attendance. The PEPP program teaches job search and computer skills. Approximately seventy (70) inmates completed all requirements of the program.

Library/Computer Program: Each housing area was offered this program on a weekly basis. The average attendance was forty-one (41) inmates per week. During this time, inmates used the computers to practice computer skills and used the library to sign out books and educational materials.

Anger Management: Ninety (90) inmates attended anger management; the average attendance was four (4) hours of class per inmate. Twenty-three (23) inmates completed the full ten (10) hours required.

Drug and Alcohol Counseling: One hundred and forty-three (143) inmates received drug and alcohol counseling. The average inmate completed five (5) hours of drug and alcohol counseling.

Individual Counseling: Three hundred and eighty-five (385) individual counseling sessions were held. One hundred and fifty (150) of these sessions were provided by NCEF for special education students, volunteer counselors, and the Dover Adult Learning Center's head counselor provided one hundred and thirty-five (135) sessions.

Religious Counseling: An average of fifteen (15) inmates a week attended religious services.

Jail Diversion Program: Twenty-eight (28) court-ordered youth completed the Jail Diversion Program. Eleven (11) schools also participated in the program with more than five hundred (500) students touring the facility and hearing inmate speakers.

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Twelve-Step Program: Weekly Alcoholics Anonymous and Narcotics Anonymous meetings were held for both male and female populations.

Inmate Holiday Services: Volunteers from three (3) area churches assisted with the inmate Christmas Party. Volunteers from the church presented an evening of music and dessert items for all the inmates at the SCHOC. In addition, the churches donated over 50 gifts for the "Angel Tree" program. Inmates were able to wrap age appropriate donated gifts and present the gifts to their children during holiday visits.

Inmate Sewing Program: Local church groups donated yarn for the female inmates to crochet blankets for local charities. Several of the female inmates participated and crocheted blankets to donate to area churches and shelters.

Jail Industry Program

The year 2002 marked the Jail Industry Program's sixteenth year of continuous private-sector work opportunities for inmates. Strafford County's Jail Industry program is the first certified County-paid work opportunity in the country and continued to meet its original goals to offset costs of incarcerations, reduce idleness, provide meaningful work skills, and generate monies for inmate release. The Jail Industry goals are: Reduce idleness of inmates; offset cost of incarceration; provide monies to inmates for release; and provide meaningful work skills.

Due to the downturn in the electronics industry in 2001, work from DT Magnetics, a 15 year private-sector partner, ended. Although this was a real challenge to the Jail Industry program, the timing of the downturn lessened the impact on the program. Due to the construction of the new facility limited availability of space for jail industries, the program then had no space available for such a large operation such as DT Magnetics. The Jail Industry Program is very grateful to DT Magnetics (formerly GFS Manufacturing) for its many years of private sector partnership. This ended a very successful chapter in the life of the Jail Industry program. Because of diversification and ongoing work development, the Jail Industry Program continues to operate the Commissary and laundry programs, which include expansion into inmate laundry distribution, and the private sector partnership with Precision Assembly. Fifty-one (51) inmates worked a total of 4,262.833 hours and grossed a total of \$21,460.12 in wages.

The Jail Industry Program was also able to develop a new Family Reception Center with the assistance of a voluntary board and cooperation from Department of Corrections staff. The Family Reception Center is operated on weekends by volunteers before and after inmate visits, in space loaned from Riverside Rest Home's Maintenance Department. The program successfully obtained a \$4,996 grant from the Greater Piscataqua Community Foundation to assist with its mission of providing families support through effective communication, thus lessening the negative impact of incarceration on the families while providing a bridge of communication between the facility and the families affected by incarceration.

We look forward to the challenges of 2003-2004 and moving forward to enhance and continue to build the Jail Industry Program for the benefit of Strafford County and successful releases of those incarcerated.

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Custody Report -- Monthly Daily Average Population For 2002

January	163.65	July	203.29
February	172.89	August	197.35
March	195.29	September	185.90
April	205.87	October	196.06
May	203.74	November	187.50
June	210.83	December	185.16

The average population for 2002 was 192.29. There were one thousand, eight hundred and sixty one (1,861) admissions, plus six hundred seventy-eight (678) inmates held in protective custody. There were one hundred, thirty-one (431) females were incarcerated in 2002. There were two hundred and forty-eight (248) inmates housed in this facility from other facilities, as follows:

Federal Bureau of Prisons	121
New Hampshire State Prison	24
Rockingham County	82
Hillsborough County	9
Merrimack County	1
Belknap County	2
Carroll County	9

2002 Offenses

Transporting Explosives	1	False Reporting-Explosives	1
Possession of Weapon	2	Carry/Sell Weapons	1
Courtroom Security	1	Possession of Firearm by Felon	1
Felon in Possession of Weapon	13	Carry Weapon w/o License	2
Contributing to Delinquency of Minor	3	Violating Protective Order	81
Possession of Alcohol	9	Prohibited Sales	19
False ID-Person Misrepresenting Age	1	Taking Without Owners Consent	5
Habitual Offenders	96	Operating After Suspension	82
Conduct After Accident	16	False Reporting-Accidents	1
Operating Without a Valid License	9	Disobeying a Police Officer	32
Reckless Operation	6	Driving While Intoxicated (DWI)	60
DWI Second Offense	58	Aggregated DWI	20
Controlled Drug Act	152	Unauth. Prescription/Controlled Drug	5
Possession of Drug Paraphernalia	5	Violation Permanent Restraining Order	8
Failure to Appear	72	Breach Bail Conditions	5
Fugitive from Justice	45	Criminal Liability/ Accomplice Robbery	7
Criminal Liability/ Accomplice Forgery	6	Conspiracy	8
Conspiracy/Commit Robbery	3	First Degree Murder	2
Second Degree Murder	4	Manslaughter	1
Negligent Homicide	3	First Degree Assault	17
Second Degree Assault	28	Simple Assault	272
Reckless Conduct	26	Criminal Threatening	85
Aggravated Felonious Sexual Assault	26	Felonious Sexual Assault	23

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2002 Offenses (continued)

Sexual Assault	4	Kidnapping	3
False Imprisonment	5	Stalking	11
Interference with Custody	4	Arson	3
Criminal Mischief	74	Unauth. Use Propelled Vehicle/ Animal	2
Burglary	84	Possession of Burglary Tools	2
Criminal Trespass	73	Trespassing Stock	2
Robbery	19	Theft/Unauthorized Taking	49
Theft by Deception	9	Receiving Stolen Property	41
Theft of Services	2	Forgery	42
Fraudulent Execution/Documents	1	Identity Fraud	11
Issuing Bad Checks	3	Fraudulent Use/Credit Card	9
Endanger Welfare of Child	7	Non-Support	42
Perjury	3	Unsworn Falsification	2
False Report to Law Enforcement	9	Witness Tampering	12
Falsifying Physical Evidence	1	Obstruct Government Administration	4
Obstruct Report of Crime	14	Resisting Arrest/Detention	79
Hinder Apprehension/Prosecution	6	Escape	3
Implements: Escape/Other Contraband	1	Bail Jumping	20
Assault by Prisoner	2	Riot	4
Willful Concealment	3	Shoplifting	7
Disorderly Conduct	32	False Public Alarm	1
Harassment	10	Loitering or Prowling	2
Violation of Privacy	1	Indecent Exposure/Lewdness	5
Prostitution	2	Child Pornography	2
Duty Report	1	Violation Sentence/Probation/Parole	250
Failure to Make Restitution	23		

Strafford County Community Corrections Program

On December 31, 2002, Volunteers of America Northern New England completed its fifth year of operation of the Strafford County Community Corrections Program. The program's main objective is to guide pre-trial defendants back into the community under close supervision who may otherwise be incarcerated while awaiting trial. This is accomplished in conjunction with the program's primary goals, which are:

1. To establish an intensive, comprehensive, self-improvement program for eligible pre-trial offenders that requires them to take responsibility for their offense as an alternative to incarceration.
2. To provide an intensive and comprehensive self-improvement program for eligible defendants that protects and enhances our local community in a cost-effective manner.
3. To ensure that the defendant appears in court and that does not commit any criminal activity while awaiting trial.

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During its fifth year of operation, Volunteers of America received many referrals for the bail supervision program from a variety of sources that included the District and Superior Courts, the Strafford County Attorney's Office, and the Public Defender's Program. Additionally, Volunteers of America screened the existing pre-trial defendants who were incarcerated at the Strafford County House of Correction. The Strafford County Department of Corrections provided a daily bail list to V.O.A. to screen eligible defendants for the program. Volunteers of America contracted with Strafford County to supervise inmates who were serving their time on Administrative Home Confinement with Electronic Monitoring. With the new Habitual Offender law taking effect on January 1, 2001, the program grew at a tremendous pace throughout the year.

In the program's fifth year of operation, the Strafford County Community Corrections Program serviced one hundred and twenty-seven (127) clients, with an average caseload of forty-four (44). Out of the one hundred and twenty-seven (127) clients, sixty-three (63) were on electronic monitoring and sixty-four (64) were on the pre-trial program. Of those serviced, eighty percent (80%) have complied with all conditions of their individual case plan/ court order and/or have successfully completed the program. Twenty percent (20%) violated the conditions of release and were returned to custody. Of those violations, all but two (2) have been due to technical violations of the program (i.e. failed drug test, curfew violation, non-compliance, etc.). Four (4) have absconded from supervision.

Volunteers of America, Strafford County Corrections Program obtained four hundred and forty-seven (447) urine samples in the year 2002. Out of those samples, forty-one (41) or nine percent (9%) proved positive for drug use. Tests that were positive proved the following types of drugs were used: Marijuana, heroin and cocaine.

In the past year, Volunteers of America proved to be a financial benefit to the people of Strafford County. V.O.A saved the county 7,225 bed days on the pre-trial program and 8,753 bed days on the electronic monitoring program. Clients being housed at the Strafford County House of Correction cost an average of \$63.50 per day. For the year of 2002, the clients that V.O.A has served would have cost Strafford County \$1,014,603. The cost of Volunteers of America's services for the last year was \$148,583 (accounting for the deduction of electronic monitoring fees of \$34,699). Volunteers of America saved the County \$866,020 in bed days. The savings does not reflect the additional savings included in the defendant's medical cost and post-trial suspended sentences for good behavior.

In conclusion, I would like to take this opportunity to thank the Strafford County Commissioners and Ray Bower, County Administrator, for all their assistance and support in the year 2002. I would also like to thank all the staff and volunteers of the Strafford County Department of Corrections for a job well done and look forward to moving into the new facility during the coming year.

Respectfully submitted,
David E. Funk, Superintendent
Strafford County Department of Corrections

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2002 ANNUAL REPORT OF THE STRAFFORD COUNTY HUMAN SERVICES DEPARTMENT

The Strafford County Human Services Department is responsible for monitoring the State mandated programs billed to the County for Old Age Assistance (OAA), Aide to Permanently and Totally Disabled (APTD), Elder Care, and Board and Care of Children. The County reimburses the State of New Hampshire fifty percent (50%) of the cost for OAA and APTD and twenty-five percent (25%) for Court-ordered services provided to children and their families. In regards to reimbursement for Elder Care, with the passage of House Bill 409, effective January 1, 1999, the County share was reduced from thirty-one percent (31%) to twenty-five percent (25%). County liability for services was expanded to include costs for Home and Community Based Care (HCBC) and payments to providers for prescriptions, hospital and physician appointments, as well as various other services.

The County and the State continue to work at implementing new in-home services and determining the best way to provide these services at the lowest cost. The Director of Human Services is also responsible for pursuing and determining parental reimbursement for court-ordered services for children, as well as utilizing third party insurance to reduce the costs of medical related services. All monies collected by the County are forwarded to the State. In turn, 25% of the collected amount is credited to the County, as well as a 15% administrative fee for expenses associated with collections. The total amount collected for 2002 was \$81,304.91.

The County continued to allocate Incentive/Diversion Funds received from the Division of Children, Youth, and Families to develop and enhance existing community programs with the goal of reducing and preventing costly out-of-home placements of children. A eight member selection committee consisting of three (3) representatives from the Division of Children, Youth, and Families, one (1) community representative, one (1) State Legislator, two (2) County Commissioners or their designee, and the Human Services Director review applications and submit their recommendations to the Board of Commissioners for final approval. The following programs were funded for 2002:

2002 INCENTIVE/DIVERSION PROGRAMS

Strafford County Intervention, City of Dover, Rochester Day Care, Rochester Recreation at Risk: Teen Adventure, Friendship Expressed, Rochester Parent/Child Center, Avis Goodwin Community Health Center, Healthy Universal Beginnings, Somersworth Recreation Kids on the Move, Rochester Recreation Neighborhood Coalition, Farmington Recreation Junior High Challenge, University of New Hampshire Cooperative Extension Youth Program, Northern Strafford County Diversion, Sexual Assault Support Services, Dover Adult Learning Center, Strafford County YMCA "You" Program, Strafford County YMCA Youth Center, Girls on the Run, Milton Recreation, Girls, Inc, Plus Time-NH, and Lions Club Camp Pride. Strafford County Human Services also continues to provide Information and Referral Services to individuals seeking available community resources throughout Strafford County.

I would like to thank the Board of County Commissioners, Raymond Bower, County Administrator, and the Human Services Subcommittee for their continued support of my department. I especially want to say "thank you" and extend my appreciation to my staff. The office continues to run smoothly and efficiently, and their dedication and hard work do not go unnoticed!

Respectfully submitted,
Cheryl A. Moulton, Director

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STRAFFORD COUNTY UNH COOPERATIVE EXTENSION ANNUAL REPORT FOR 2002 -OCTOBER 1, 2001 - SEPTEMBER 30, 2002

UNH Cooperative Extension provides Strafford County residents with research-based education and information, enhancing their ability to make informed decisions that strengthen youth, families and communities, sustain natural resources, and improve the economy.

In every Strafford County community, this program is at work, increasing economic development, enhancing the environment, and developing human potential. At Strafford County, we want to "Help you put knowledge and research to work."

Information is available through workshops, publications, newsletters, our website, and by phone. Work-site and agency sponsored programs make it easy for busy people to receive needed information and assistance. Programs are available to individuals, families, schools, businesses and communities.

The following are examples of efforts in the areas of Agriculture, Family Development, Forestry, 4-H Youth Development, and Nutrition.

AGRICULTURE Agriculture Programs 2002

Programming activities were conducted in diverse agriculture production areas including:

- Greenhouse bedding plants production
- Nursery stock production
- Garden center merchandising
- Field cut flower production
- Turf, small fruit, tree fruit, vegetable and other agricultural requests.

Programs were developed in response to industry and individual farm needs. Needs assessment was made through direct contact with producers and personal observations.

A number of workshops and demonstrations were offered for homeowners and part-time growers; including:

- Flower, vegetable gardening and fruit growing
- Fruit, ornamental trees and shrub pruning demonstrations
- Backyard composting
- Provided information in written form, and/or verbally to homeowners and consumers' questions, problems, inquiries or concerns to 657 contacts.

The following programs were offered for commercial producers:

- Greenhouse, nursery and landscapers twilight educational meetings
- Fruit and vegetable growers twilight educational meetings.
- Lecture series on greenhouse production basics for beginners.
- Assistance with PH and EC monitoring for greenhouse growers
- One-on-one consultations and visits

Recreation Turf Management: Visits were made to athletic fields to provide assistance with grounds maintenance.

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Master Gardener volunteer program: Recruited and worked with Master Gardener volunteers on different projects in the county. The projects included a victory garden at the grounds of the Riverside Rest Home and renovation of the gardens. Pruning trees and shrubs at the Mast Way School court yard in Lee, and beautification project at the Dover Housing Authority among others.

FAMILY DEVELOPMENT

The Family Development Educator is active in efforts to strengthen individuals, families and communities. A wide range of programs is presented in response to community needs.

Extension Programs/Specialty Areas:

- Parenting infants and young children through adolescence
- Human development, family relations
- Community coalition building
- Family resource management
- Coordination of both food safety and food preservation education

NUTRITION CONNECTIONS PROGRAM

Nutrition Connections consists of two initiatives: EFNEP (Expanded Food & Nutrition Education Program) and FSNEP (Food Stamp Nutrition Education Program) whose key missions are:

- Provide life skills education to low-income audiences in food budgeting, nutrition, cooking, food safety, and fitness.
- Combat the growing epidemics of obesity and type 2 diabetes whose combined national public health burden is currently \$217 billion a year.

Nutrition Connections works with individuals in their homes and with groups at social-service agencies. Participants include the homeless, Early Head Start mothers, low-income seniors, foster-care teens approaching independent-living, the developmentally disabled, and school children at income-eligible schools.

Program Impacts for 2002

- Over 700 preschool and school-age children received food/nutrition education at Strafford Country Head Start centers, Maple St. and Allen Schools (Rochester), Hilltop School (Somersworth), Milton Elementary School, Dover Children's Home, Youth Safe Haven (Somersworth), and Rochester Community Center.
- Adult education: 45 adults representing 150 family members, participated in food/nutrition/cooking series in groups or at in-home sessions to learn how to eat better for less, control weight, and reduce health risks. Partnering agencies included Developmental Services, Behavioral Health Services, Early Head Start, the HUB, My Friend's Place, and Dover Housing Authority.
- Child-care education: Provided six hours of food safety and nutrition training to six child-care workers and ten in-home child-care providers as part of their state licensing requirements.
- Media-based education: Contributed three nutrition articles to Nutrition Connection's *Smart Choices* newsletter sent to 19,000 Food Stamp families statewide, including 2,417 in Strafford County. Contributed two original nutrition articles to the *Granite State Consumer* column syndicated with *Foster's Daily Democrat* and other state newspapers.

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Distance Education Activities: During 2002, 17 video conferences were downloaded and taped as a public service, including 14 presented live to a total audience of 125. Examples:

- Better Kid Care Series (Penn State): Child Care providers earn licensing credits.
- The Leader in You (USDA/Soil Conservation Service)
- Immunization Encounters (DHHS)
- HIPPA Program (Seacoast Hospice)
- Living with Grief (County Nursing Home)

4-H YOUTH DEVELOPMENT

The 4-H Youth Development Educator offers educational, research-based "hands on" 4-H programming for youth ages 5-18. By working together with communities, youth and families, opportunities for positive youth development are provided.

Extension Program/Specialty Areas:

- Recruit and manage volunteers
- Establish community and family 4-H clubs
- After-school and out-of-school programs
- Work with communities on youth issues

FOREST RESOURCES

The Forest Resources Educator provides education and information to private landowners and municipalities on how to manage woodlands for timber and wildlife production and how to plant and maintain healthy shade trees. Extension Programs/Specialty Areas:

- Federal cost sharing programs available for landowners and forestry consultants
- Environmental education to youth groups and elementary schools
- Promotion and information about the national Tree Farm program and Backyard Tree Farm program
- Workshops on chainsaw maintenance and safety
- Information and education to forestry consultant professionals

Respectfully submitted:

Geoffrey Njue, Extension Educator
Agricultural Resources

David Leonard, Extension Program Associate
Expanded Food & Nutrition
Education Program (EFNEP)

Chris Bozak, 4-H & Youth Development
Extension Educator

Thomas Linehan, Extension Educator
Family Development

Don Black, Extension Educator
County Office Administrator
Forest Resources

Lorie Chase, Project Coordinator
Cocheco River Watershed Project

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STRAFFORD COUNTY DELEGATION COMMITTEE MINUTES OF PUBLIC HEARING OF JANUARY 30, 2002

A Public Hearing of the Strafford County Legislation Delegation was held on January 30, 2002, at 7:00 p.m. at Courtroom I of the William A. Grimes Strafford County Justice and Administrative Building. Chairman Gilmore called the meeting to order at 7:00 p.m. Representative Heon led the Delegation and Public in the Pledge of Allegiance, which was followed by a Moment of Silence. The Clerk then read the notice of the Public Hearing and Meeting, which was posted in three (3) public places and advertised in the local newspaper.

The Clerk then called the roll, which showed the following members present:

PRESENT: Berube, Brown, Callaghan, Dunlap, Ferland, Gilmore, Goodwin, Grassie, Harrington, Heon, Hughes, Johnson, Kaen, Knowles, McCarthy, Musler, A. Pelletier, M. Pelletier, Proulx, Rollo, Smith, Snyder, Taylor, Twombly, Wall, and Woods (26 of 38)

EXCUSED: Dechane, Estabrook, Lachance, Lent, Spang, and Woodill (6)

ABSENT: Albert, Brennan, Bickford, Cossette, Reid, and Tsiros (6)

Also present were Strafford County Commissioners George Maglaras, Paul Dumont and Ron Chagnon, Treasurer Pamela Arnold, County Administrator Ray Bower, Jean Miccolo, Administrative Assistant, County Attorney Janice Rundles, Sheriff Martin Heon, Maintenance Director James Gaunya, Bambi Miller, Soil Conservation Service, Don Black and Geoffrey Njue, UNH Cooperative Extension, Bran Morin, Fosters Daily Democrat, Conor Makem, The Times, as well as members of the general public (2).

Chairman Gilmore opened the Public Hearing and welcomed everyone. He then asked Commission Chairman Maglaras to speak on the Commissioners' Proposed 2002 Budget. Commissioner Maglaras reviewed the budget briefly for the members of the public and noted that copies of the budget were available. Commissioner Maglaras commented on the budget, citing statements from the Commissioners' Budget Message. The Commissioners are proposed a \$31,165,366 in expenditures, with a proposed sum of surplus and revenues of \$17,856,039. The proposed amount to be raised by taxes is \$13,309,327, a 1.2% tax increase over 2001. This budget was authored with some amount of pain by the Commissioners, as eight (8) currently unfilled or open positions at Riverside Rest Home were eliminated. However, the budget supports all County operations at current levels. The programs that were initiated in the 2001 budget to curb the inmate population have been fully funded for 2002. The budget also includes a fully funded Union Agreement. Equivalent salary and benefit adjustments for all Non-union County employees are included as well, with a greater degree of cost sharing for County employees' health insurance coverage. Commissioner Maglaras also reported that the House of Corrections Expansion Project is on time and on budget. Final plans have been completed and construction will begin by April. The financial plans of this project are supported in this budget. He welcomed a thorough review of the proposed budget by the Delegation and residents of Strafford County.

Chairman Gary Gilmore then asked if any members of the public wished to speak and invited all present to comment or ask questions on the Commissioners' Proposed Budget for 2002. There being none, the Chairman asked a second time if anyone members of the public wished to comment on the budget; again, there was no response. Chairman Gilmore asked a third and final time if there was anyone wishing to provide input or comments on the Commissioners' Proposed 2002 budget. There being none, Chairman Gilmore declared the Public Meeting closed. Chairman Gilmore opened the meeting of the Delegation. The first item on the agenda was to Approve Tax Anticipation Notes Borrowing for the period January 1, 2002 to December 31, 2002 of Up to \$13,300,000 to Meet Expenditures for this Period.

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Representative Berube reminded the Chairman that the salary reviews for the Elected Officials for the 2003-2004 term should be conducted before the Primary is held in June. The Chairman acknowledged this and stated that the Policy and Procedures Subcommittee will be asked to set a meeting after the budget meetings have been held, prior to June.

Representative Twombly noted that there is proposed legislation to change the date of tax payments by cities and towns to the Counties from December 17 to December 31. He inquired what effect this would have on the County's interest earnings for that period. County Administrator Bower responded that the County could lose up to \$20,000 to \$30,000 in interest.

Representative Johnson asked when fourth quarter budget expenditure figures would be ready, as they do not appear in the proposed budget. County Administrator Bower explained that the budget is authored in October and November and therefore, fourth quarter figures are unavailable; we use third quarter figures. Representative Johnson asked if fourth quarter figures would be available. County Administrator Bower replied that these figures would be available shortly.

Representative Harrington asked about the increase in the Domestic Violence Grant's budget. County Administrator Bower explained that the amount of the grant the County is receiving has increased based on matching funds from the County. We anticipate receiving \$250,000 in grant funds for this program, a little more than half of the total amount budgeted for expenditures. Representative Harrington followed up with a request for a matrix on the program in order to ascertain its effectiveness in the community. He asked for a report in the past and has not yet received one. County Attorney Rundles will be requested to provide a report for Representative Harrington.

Chairman Gilmore then called on Treasurer Arnold to present the request for authorization to borrow in anticipation of taxes. Treasurer Arnold presented the Delegation with a letter of request (attached). Representative Callaghan motioned to authorize the County Commissioners to borrow up to \$13,300,000 in tax anticipation notes, payable by December 31, 2002. It was noted that due to arbitrage laws that limit the amount to be borrowed to the amount of anticipated expenditures for a six-month period, the County would borrow in February the amount needed to meet County expenditures through June. The County will have to borrow more TAN's at the end of June to meet anticipated expenditures for the last six months of 2002. The motion was seconded by Representative Brown and accepted unanimously on a roll call vote, as follows:

YEAS: Berube, Brown, Callaghan, Dunlap, Ferland, Gilmore, Goodwin, Grassie, Harrington, Heon, Hughes, Johnson, Kaen, Knowles, McCarthy, Musler, A. Pelletier, M. Pelletier, Proulx, Rollo, Smith, Snyder, Taylor, Twombly, Wall, and Woods (26 of 26 present)

NAYS: None.

Chairman Gilmore reminded the Chairs of the Delegation Subcommittees to schedule meetings to review the appropriate section of the budget between now and March 1, in order to have reports complete and submitted to the Executive Committee prior to its tentatively scheduled meeting of Friday, March 8, 2002, 9:00 a.m. The Full Delegation Meeting to finalize the budget has tentatively set for Saturday, March 16, 2002, 9:00 a.m.

Chairman Gilmore asked if there were any more questions. With no further business the meeting was adjourned at 7:25 a.m.

Respectfully submitted,
Anne Grassie, Clerk
Strafford County Delegation

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STRAFFORD COUNTY DELEGATION MINUTES OF PUBLIC MEETING OF MARCH 23, 2002

A Public Meeting of the Strafford County Legislation Delegation was held on March 23, 2002 at 9:00 a.m. in Courtroom II of the William A. Grimes Strafford County Justice and Administrative Building. Chairman Gilmore called the meeting to order at 9:00 a.m. Representative Grassie led the Pledge of Allegiance, which was followed by a moment of Silence. The Clerk then read the notice of the Public Meeting, which was posted in three (3) public places and advertised in the local newspaper.

The Clerk then called the roll, which showed the following members present:

PRESENT: Brown, Callaghan, Cossette, Dechane, Dunlap, Ferland, Gilmore, Goodwin, Grassie, Harrington, Heon, Hughes, Johnson, Knowles, McCarthy, Musler, A. Pelletier, M. Pelletier, Proulx, Reid, Rollo, Snyder, Twombly, Woodill and Woods (25 of 38)

EXCUSED: Berube, Kaen, Smith, Spang, Taylor, and Wall (6)

ABSENT: Albert, Bickford, Brennan, Estabrook, Lachance, Lent, and Tsiros (7)

Also present were Strafford County Commissioners George Maglaras, Paul Dumont and Ron Chagnon, County Administrator Ray Bower, Jean Miccolo, Administrative Assistant, County Attorney Janice Rundles, Sheriff Martin Heon, Finance Director Diane Legere, Leo Lessard, Registrar of Deeds, Maintenance Director James Gaunya, Superintendent David Funk, Somersworth District Court Judge Steven Roberts, Bambi Miller, Soil Conservation Service, Emily Sylvain, Program Director, Strafford Nutrition Program, Elizabeth Fourar-Laidi, Executive Director, Cocheco Valley Humane Society, Ms. Carr from Barrington, as well as several other members of the general public.

Chairman Gilmore introduced Judge Steve Roberts, Somersworth District Court. Judge Roberts had asked for the opportunity to address the Delegation in regards to District Court Security in the State on behalf of the District Courts. He distributed some paperwork regarding this matter and requested that the Legislature pass legislation to provide more security personnel at the District Court level. At this time, many district courts have only one part-time security person (part-time in that they only work when Court is in session) who has to stay in the Court with the Judge. There is no one at the entrance to provide security for the staff and public. He noted that many of the district courts do not have metal detectors at the entrance either. However, at this time the request is only for additional funding for full-time security personnel. Senate Bill 445 seeks to have at least two (2) security personnel five (5) days a week at all the District Courts. He urged the Delegation to vote for SB 445 when it comes before the House. Judge Roberts then asked if anyone had questions and invited them to tour the Somersworth District Court. Currently, security personnel work for the Administrative Office of the Courts on a per diem basis and they are armed. This will not change. This request is for the next fiscal year. Although there have been few incidents putting staff at risk of harm at the Somersworth District Court, the potential is very high in light of the traffic through the court system. There is no protection for the staff, only in the Courtroom. An optimum scenario would be to have a security officer at the front entrance (main entrance) to the Court facility (with people passing through a metal detector) at all times, and a second security officer in the Courtroom when Court is in session. Since many district courts have night court, security would have to be available for evening hours as well as during the day. SB 445 does not allow for re-allocation of funds from other accounts to pay to fund the request. Personnel is the first step in the process; the district courts will probably request funding for metal detectors in the future. The Somersworth District Court will be consolidated into the new Dover District Court by September. Senate Bill 445 is for the district courts in the State that do not currently have what is believed to be adequate security personnel. There was further

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discussion regarding this matter. Chairman Gilmore thanked Judge Roberts for attending the meeting and addressing the Delegation on this issue. Judge Roberts thanked the Delegation for their time.

Chairman Gilmore opened the meeting up for public comment and asked if any members of the public wished to speak or ask questions on the Strafford County Budget for 2002. Elizabeth Fourar-Laidi, Executive Director of the Cochecho Valley Humane Society introduced herself and two (2) CVHS Board members. She stated that the Humane Society had requested assistance from the County in the amount of \$60,000 last year and again this year. The request was denied last year, and the Subcommittee is recommending that no funding be allocated this year. The request is for funds to help offset the costs of taking care of stray animals that people drop off at the shelter. Currently, most of the cities and towns in Strafford County have contracts for services with CVHS; the ones that do not contract with them, have their own programs or contract with another agency. CVHS is losing money and has been having to use funds from its endowment fund, which is a fund that is supposed to be used for capital expenditures or emergencies. Most agencies use only the interest earned on endowment funds for operating expenses. CVHS has several fundraisers throughout the year; however, this does not cover all their expenses. Often, stray animals are dropped off at the facility, or they are called to pick up stray animals from communities that they do not contract with. They are not reimbursed for these expenses and are requested funds from the County to help offset these costs.

Register of Deeds Leo Lessard announced that the Deeds' offices Website is now up and running. You can access the Website on the Internet at www.NHDeeds.com. There are currently three (3) counties that are on the site, Grafton, Merrimack and Strafford. This will help alleviate the heavy flow of traffic in the offices, because people will be able to access needed information on the Internet. The site includes a history and facts about the County. He thanked the Delegation for their support of this project.

Chairman Gilmore asked if anyone else wished to speak. Mrs. Nancy Carr of Barrington spoke in regards to the Strafford County Attorney's Domestic Violence Unit. She currently has a case in this office and does not believe the program is a good one, as it forces people to go through the Court process whether they want to or not. She read a statement regarding her issues with the Unit over the past year. There were some questions. Representative Knowles stated that in his opinion, if the case is still pending, we should not be discussing it in a public forum, although at this point no specifics on the case had been brought forward. County Attorney Rundles responded to some of the statements that Mrs. Carr had made and affirmed that since this is a pending matter, it should not be discussed. She noted that her office tries all cases that are brought by the State, whether the victim decides to go forward or not. This is the function of the prosecutor. She also noted that the Domestic Violence Unit serves all victims of domestic violence, whether it is a man, woman, or child.

With no further discussion, Chairman Gilmore asked if any other members of the public wished to speak. There being none, the public portion of the meeting was closed.

Chairman Gilmore stated that the meeting of the Delegation was in order and that the Delegation would hear the recommendations of each of the Subcommittee Chairs or their representatives. A vote would then be taken, by voice, on the recommendation, unless otherwise requested. Members would be able to motion for amendments or changes to each particular section of the budget. When all Subcommittee recommendations were heard and votes taken, roll call votes would be in order to accept the total amount of expenditures, the total amount of revenues and surplus, and the total amount to be raised by taxation.

Recommendation of Riverside Rest Home Subcommittee

Representative DeChane gave the recommendation of Riverside Rest Home Subcommittee on behalf of Subcommittee Chair Wall. After reviewing each department's budget with Administrator Bower, the Subcommittee accepted the Commissioner's recommendations for the Riverside Rest Home budget.

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Representative DeChane motioned to accept the recommendation of the Riverside Rest Home Subcommittee as presented in their report, wherein they accepted the recommendations in the Commissioners' Proposed 2002 budget. The Executive Committee approved the recommendation. Representative Musler seconded the motion and it was approved unanimously by voice vote, as follows:

<u>Department - Riverside Rest Home</u>	<u>Amount</u>
5100 - Administration	\$883,599.00
5120 - Purchasing	89,699.00
5130 - Dietary	1,659,940.00
5140 - Nursing	5,249,168.00
5141 - Socio-Behavioral Unit	1,020,579.00
5145 - Resident Services	67,532.00
5150 - Maintenance	754,235.00
5160 - Laundry & Sewing	353,688.00
5170 - Housekeeping	554,248.00
5180 - Physician & Pharmacy	140,128.00
5190 - Staff Development	118,213.00
5191 - Physical Therapy	260,774.00
5192 - Activities	347,760.00
5192 - Occupational Therapy	19,089.00
5195 - Social Services	<u>234,651.00</u>
Subtotal:	<u>\$11,753,303.00</u>
*9500 - Insurances - RRH	1,875,579.00
*9902 - Capital Expenditure	<u>72,300.00</u>
Total:	<u>\$13,701,182.00</u>

*The General Government Subcommittee and Revenues, Capital Expenses Subcommittees also approve these items. In order to avoid redundancy, the amounts are included in that Subcommittee's totals.

Recommendation of General Government Subcommittee

Representative Rollo gave the recommendation of the General Government Subcommittee. Representative Rollo motioned to accept the recommendation of the Subcommittee as presented in the Commissioners' Proposed 2002 budget, and accepted by the Subcommittee and Executive Committee. The motion was seconded by Representative M. Pelletier, and accepted on a voice vote, as follows:

<u>Department</u>	<u>Amount</u>
Administration	\$ 280,499.00
Registry of Deeds	409,029.00
J&A Maintenance	295,212.00
Court Jester Café	60,859.00
Resource Agencies - UNH/Strafford County Cooperative Extension	162,422.00
Resource Agencies - Strafford County Conservation District	48,250.00
Interest on Temporary Loan	436,500.00

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<u>Department</u>	<u>Amount</u>
Health Insurance - J&A:	1,121,165.00
General Insurances - J&A	110,000.00
County Convention	8,000.00
Employee Appreciation	2,000.00
Tuition Assistance	5,000.00
Contingency	2,000.00
*Health Insurance – RRH	1,839,036.00
*General Insurance – RRH	<u>36,543.00</u>
Total General Government:	\$4,816,515.00

*The Riverside Rest Home Subcommittee also approves these items.

Recommendation of Human Services Subcommittee

Representative Cossette presented the recommendation of the Human Services Subcommittee. Representative Cossette motioned to accept the recommendation of the Subcommittee, which was approved by the Executive Committee. The motion was seconded by Representative Ferland and passed on a voice vote, as follows:

<u>Department</u>	<u>Amount</u>
Human Services Department	\$7,201,180.00

Recommendation of Contracted Social Service Agencies Subcommittee

Representative Brown gave the report of the Contracted Social Service Agencies Subcommittee. The Subcommittee met with representatives from each of the Contracted Social Service Agencies, except Victims, Inc. Each agency explained their specific programs and their financial requests for the Subcommittee.

Representative Brown stated that the Subcommittee is recommending an amount of \$383,462, which is \$9,560 more than the amount the Commissioners' proposed of \$373,902. The Subcommittee felt that the need was great for adding funds to the Community Action Program and the Meals on Wheels (Strafford Nutrition Program).

Some of the other changes in the Contracted Social Service Agencies were as follows: The Coalition of Strafford County Visiting Nurse Associations is now called *Your VNA* and services residents of Rochester and some of the northern towns in the County, funding recommendation \$76,000. The Homemakers of Strafford County has been asked to provide services to the Dover area, for up to \$20,000. The Cocheco Valley Humane Society submitted a request for funding in the amount of \$60,000. Although the Subcommittee supports the need for programs for the protection of animals, they believe it is their first priority to provide services to the residents of the County and their recommendation was not to provide funding to the Humane Society. It was also noted that mental health services formerly provided by Strafford Guidance are now under the auspices of Developmental & Behavioral Services of Strafford County.

Representative Brown motioned to approve the Subcommittee's recommendation of \$383,462.00 for Contracted Social Service Agencies. Seconded by Representative Ferland. Representative Proulx motioned to amend the motion to add \$60,000 in funding for CVHS; seconded by Representative Hughes. Representative Proulx spoke in support of the motion. It is the responsibility of the County to address health and safety issues within the

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County. Stray animals can cause health and safety issues and therefore, must be taken care of. The County has an obligation to provide this service on behalf of the residents.

Representative Brown spoke against the motion, stating that there are people in the County in need of services that they cannot afford and the County should be funding the agencies that provide these much needed services to the people. She noted that CVHS has an endowment fund and receives money from fundraisers and the cities and towns to run this program. The County's primary responsibility is to the elderly and children of the County, to help keep them in their homes longer, and therefore reduce the amount the County would have to pay for board and care of children and nursing home care for the elderly. She asked that the Delegation think about the people in need and let the cities and towns take care of funding the programs to care for the animals in need.

Representative DeChane stated that the information sent to the Delegation members noted that CVHS receives 40% of its funding from contracts with the cities and towns, excepting Barrington, Durham, and Rochester, who have their own arrangements for animal control. The request is for the County to pay the difference between what CVHS receives from the contracts and fundraising efforts. She also noted that the \$60,000 request would increase taxes by only one-half of a percent.

Representative Rollo asked if the County provided any type funding to the Humane Society. The County leases the building to the Humane Society at no cost. This is an in-kind service that equals about \$23,175 dollars (3,720 square feet at \$6.23 per square foot), plus maintenance services when required.

There was some discussion regarding the cities and towns that do not contract with the Humane Society, but receive services through citizens that drop animals off or call the Humane Society for assistance.

Representative Callaghan agreed with Representative Brown in that the cities and towns should pay for the services provided by CVHS and the County should be responsible for the children and the elderly. Representative Cossette agreed with Representative Brown as well; however, he noted that there needs to be some assistance provided in order that the County is not overrun with stray animals, thus creating a health and safety concern. He believes CVHS provides an excellent service and that the communities already served by CVHS should not have to pick up the slack through the County of those cities and towns that do not participate. Representative Grassie noted that she is a member of the Contracted Social Service Agencies Subcommittee and it was reported during that meeting that Rochester does not contract with CVHS because it has its animal control officer and contracts with a local veterinarian to provide services for stray animals; however, people still leave their animals off at CVHS. Although she does not like the idea of the County picking up the "tab" to provide these services, she supports the amendment to the motion. Representative Johnson agrees that we should take care of the elderly and the children, and the animals as well and she supports the amendment. Representative Ferland supports Representative Brown's motion as presented and that the matter should be brought up to the cities and towns. Representative Twombly, from Rochester, asked how long the cities and towns had been contracting with CVHS and when and if Rochester ever participated. Chairman Gilmore asked Commissioner Maglaras to respond to this question. Commissioner Maglaras stated that the Commissioners worked with citizens almost 20 years ago to set up a Humane Society in the County in order to have a central location to bring stray animals. The County agreed to provide housing facilities for the Humane Society. At that time, several cities and towns contracted with local veterinarians to provide these services. The Humane Society contracted with several cities and towns to provide these services, thus relieving the cities and towns of the burden of these additional costs. Since this was done on an individual basis, town by town, the County did not fund the Humane Society monetarily, but with in-kind services.

Representative Reid noted that he wanted to clarify the statement about Rochester and Barrington "owing" the Humane Society money for stray animals brought from those towns. The towns do not contract with the

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Humane Society and do not “owe” them money; the Humane Society does not turn away stray animals brought in by residents of these communities. Therefore, the Humane Society does not receive any funds for caring for these strays. Representative Snyder also clarified that several other agencies receiving County funding have endowment funds and use the interest from these funds for operating expenses; however, endowment funds are typically only to be used for capital expenditures.

Representative McCarthy suggested that the County fund half the amount requested, or \$30,000 for this year. Representative Goodwin noted that CVHS raised the rates for services at one point a few years ago and Dover decided to pull out. However, after providing the service themselves for a year or so, it was decided that the Humane Society was a more cost-effective way to go. He suggested that Rochester and Barrington look into a contract with the Humane Society. Representative Callaghan stated that he does not believe it is fair for the County to have to pay for a program that someone else should be paying for. Representative Proulx noted that 579 animals were turned in to the Humane Society last year; of these, 308 were from communities that had contracts with CVHS; the other 271 were dropped off.

Representative DeChane moved the question and motioned for a roll call vote. Seconded and accepted unanimously. The motion to amend the original motion was to accept the recommendation of the Contracted Social Service Agencies Subcommittee and increase the Proposed Budget by \$60,000 to fund the Cocheco Valley Humane Society. Representative Grassie called the roll, with the following results:

YEAS: Cossette, Dechane, Goodwin, Grassie, Hughes, Johnson, Knowles, A. Pelletier, Proulx, Snyder, and Woodill (11)

NAYS: Brown, Callaghan, Dunlap, Ferland, Gilmore, Harrington, Heon, McCarthy, Musler, M. Pelletier, Reid, Rollo, Twombly, and Woods (14)

Motion failed 14 nays to 11 yeas.

Representative DeChane motioned to amend the original motion by adding \$30,000 to fund the Cocheco Valley Humane Society. Motion seconded by Representative Cossette. Representative DeChane spoke to the motion, stating that she made it for all the reasons previously discussed and to reduce the burden on the cities and towns. Representative Brown spoke against the motion, reiterating her earlier comments. The question was called and a roll call vote was requested. The motion to amend the original motion was to increase the Proposed Budget by \$30,000 to fund the Cocheco Valley Humane Society. A roll call vote on the motion showed the following results:

YEAS: Cossette, Dechane, Goodwin, Grassie, Heon, Hughes, Johnson, Knowles, McCarthy, A. Pelletier, M. Pelletier, Proulx, Reid, Rollo, Snyder, and Woodill (16)

NAYS: Brown, Callaghan, Dunlap, Ferland, Gilmore, Harrington, Musler, Twombly, and Woods (9)

Motion passed 16 yeas to 9 nays.

Representative DeChane motioned to accept the Subcommittee recommendations as amended, as follows:

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<u>Contracted Social Service Agency</u>		<u>2001 Appropriation</u>	<u>2002 Request</u>	<u>Subcommittee Recommendation</u>
9350.510	Victim's Inc.	1.00	1.00	0.00
9350.505	Great Bay Training	5,788.00	5,962.00	5,962.00
9350.508	Seacoast Hospice	17,000.00	17,000.00	17,000.00
9350.509	Developmental Services of Strafford	1.00	15,000.00	15,000.00
9350.503	Southeastern New Hampshire	22,000.00	25,000.00	25,000.00
9350.513	Cocheco Valley Humane Society	0.00	60,000.00	30,000.00
9350.506	Strafford County Child Care	33,000.00	40,000.00	40,000.00
9350.507	Seacoast Task Force (A Safe Place)	30,000.00	33,500.00	12,000.00
9350.502	Avis Goodwin Health Center	42,000.00	50,050.00	42,000.00
9350.512	Dover Adult Learning Center	30,100.00	32,500.00	32,500.00
9350.511	Your VNA (Coalition of VNAs)	97,012.00	86,970.00	72,000.00
9350.504	Strafford Nutrition Meals on Wheels	40,000.00	35,000.00	40,000.00
9350.501	Community Action Program	57,000.00	57,000.00	62,000.00
	Homemakers of Strafford County	0.00	0.00	20,000.00
TOTALS:		373,902.00	457,983.00	413,462.00

*Developmental Services of Strafford County now operates the former Strafford Guidance.

The motion was seconded by Representative M. Pelletier. Representative Harrington encouraged those members of the Delegation from Rochester and Barrington to go back to their respective cities and towns and urge them to provide funding for the Humane Society.

Representative Brown motioned to fully fund all of the agencies requesting County funding in the amounts requested (see middle column of chart above). Seconded by Representative Woodill. Chairman Gilmore noted that a specific amount for each agency and a total would be necessary to approve the motion. Representative Brown amended her motion by motioning to increase the amount funded for Contracted Social Service Agencies by \$150,000. Chairman Gilmore noted that a breakdown of the amounts referred to in the motion was necessary before a vote could be taken. Representative Brown motioned that the amount of \$457,983 be approved to fund Contracted Social Service Agencies. Seconded by Representative Woodill. The motion failed on a voice vote. It was noted that the motion was out of order, as there was a prior motion already on the floor for discussion.

Representative DeChane's motion was to approve the recommendation of the Contracted Social Service Agencies Subcommittee to fund these agencies in the amount of \$383,462, with an additional \$30,000 to fund the Cocheco Valley Humane Society, as per the motion above, for a total amount of \$413,462, as per the chart above. A roll call vote on the motion showed the following results:

YEAS: Cossette, Dechane, Gilmore, Goodwin, Grassie, Heon, Hughes, Johnson, Knowles, McCarthy, Musler, A. Pelletier, M. Pelletier, Proulx, Reid, Rollo, Snyder, and Woodill (18)

NAYS: Brown, Callaghan, Dunlap, Ferland, Harrington, Twombly, and Woods (7)

Motion passed 18 yeas to 7 nays.

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Recommendation of Revenues, Bonded Debt, and Capital Expense Subcommittee

Representative Pelletier gave the report for the Revenues, Bonded Debt and Capital Expense Subcommittee and motioned accept the recommendation of the Subcommittee. Motion seconded by Representative Twombly and passed unanimously on a voice vote, with the following results:

<u>Line Item Description</u>	<u>Amount</u>
*Interest on Bonded Debt-RRH	\$ 50,035.00
*Principal on Bonded Debt-RRH	75,600.00
Interest on Bonded Debt-Courthouse	39,987.00
Principal on Bonded Debt-Courthouse	64,400.00
Bond Issue Fees	18,950.00
Capital Expenditures - Registry of Deeds	67,600.00
Capital Expenditures - J&A Building	7,500.00
*Capital Expenditures - Riverside Rest Home	<u>72,300.00</u>
Total Expenses	\$ 396,372.00
Anticipated Revenues	\$16,606,039.00

*The Riverside Rest Home Subcommittee also approves these items.

Recommendation of Criminal Justice Subcommittee

Representative Callaghan gave the recommendation of the Criminal Justice Subcommittee and motioned to accept the recommendation as presented. Motion seconded by Representative Reid.

Representative Harrington motioned to amend the motion and decrease funding for the Domestic Violence Unit \$100,000. Motion as amended seconded by Representative DeChane. Representative Harrington spoke to the motion. He stated that he has contacted the Domestic Violence Unit office several times and requested information regarding what the goals and accomplishments of the Unit; a breakdown of how the money is being spent. Representative Rollo noted that the program has not been in existence long enough to be able to provide very definitive results. He believes the program has served his town well and supports it. Representative McCarthy noted that the County worked very hard to get this program and receives grant money to help fund it. Representative Harrington rephrased his statement and said he is looking for the goals of the Unit, not necessarily what they have accomplished, but what they want to accomplish and how the money is being spent.

Representative M. Pelletier asked how much the program is funded. The response was \$419,534. Representative Reid asked for an explanation of how the County receives the grant money and how much the grant is for. Chairman Gilmore asked Commissioner Maglaras for a response to these questions. Chairman Maglaras replied that the County receives grant monies from the Federal government's VAWA program, Violence Against Women Act. It is a matching grant, i.e., the County must "match" a certain amount of the funds to run the program. The actual amount of the grant is \$250,000 and appears in the Revenues section of the budget. The County's match is \$169,534 or 40% and the Federal portion is 60%. If the funding is reduced by \$100,000, the County will no longer be able to meet the requirements of the grant and would have to return the grant funds and cancel the program.

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Representative DeChane moved the question and motioned for a roll call vote on the amendment to the motion, seconded and passed unanimously. The roll call vote on the motion to amend the original vote by reducing the amount allocated for the Domestic Violence Unit was as follows:

YEAS: Harrington (1)

NAYS: Callaghan, Cossette, Dechane, Dunlap, Ferland, Gilmore, Goodwin, Grassie, Heon, Hughes, Johnson, Knowles, McCarthy, Musler, A. Pelletier, M. Pelletier, Reid, Rollo, Snyder, Twombly, Woodill and Woods (22)

ABSENT: Brown, Proulx (2)

Motion failed 1 yea to 22 nays.

Representative DeChane moved the original motion to accept the recommendation of the Criminal Justice Subcommittee. The motion passed by voice vote, with one in the negative, as follows:

<u>Department</u>	<u>Amount</u>
County Attorney's Office	\$ 818,080
Domestic Violence Unit	419,534
Sheriff's Department	822,146
Dispatch Center	270,274
Medical Examiner	26,000
House of Corrections	4,140,344
Jail Industries Program	127,712
Jail Industries Contracts	<u>4</u>
Total:	\$6,624,094

Roll Call Motions to Approve Total Expenditures, Total Revenues, Surplus, and Amount to be Raised by Taxation

Representative Callaghan motioned to accept the recommendation of the Executive Committee, as amended at this meeting, with an increase of \$30,000 for Contracted Social Service Agencies, for a total amount of expenditures of \$31,204,926. The motion was seconded by Representative Cossette and passed on a roll call vote, as follows:

YEAS: Callaghan, Cossette, Dechane, Dunlap, Ferland, Gilmore, Goodwin, Grassie, Heon, Johnson, Knowles, McCarthy, Musler, A. Pelletier, M. Pelletier, Proulx, Reid, Rollo, Snyder, Woodill and Woods (21)

NAYS: Brown and Harrington (2)

EXCUSED: Hughes and Twombly (2)

Representative Callaghan motioned to accept the amount of revenues at \$16,606,039 and the amount of prior year surplus is \$1,250,000. The motion was seconded by Representative Rollo and passed on a roll call vote, as follows:

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YEAS: Callaghan, Cossette, Dechane, Dunlap, Ferland, Gilmore, Goodwin, Grassie, Heon, Johnson, Knowles, McCarthy, Musler, A. Pelletier, M. Pelletier, Proulx, Reid, Rollo, Snyder, Woodill and Woods (21)
NAYS: Brown and Harrington (2)
EXCUSED: Hughes and Twombly (2)

Representative Heon motioned to accept the amount to be raised by taxation of \$13,348,887. Seconded by Representative Callaghan and passed on a roll call vote, as follows:

YEAS: Callaghan, Cossette, Dechane, Dunlap, Ferland, Gilmore, Goodwin, Grassie, Heon, Johnson, Knowles, McCarthy, Musler, A. Pelletier, M. Pelletier, Proulx, Reid, Rollo, Snyder, and Woodill (20)
NAYS: Brown, Harrington, and Woods (3)
ABSENT: Hughes and Twombly (2)

Approve Minutes of December 11, 2001 Informational Meeting and January 30, 2002 Public Hearing

Representative Grassie motioned to approve the minutes of these meetings as written; seconded by Representative DeChane and approved on a voice vote.

Other Business

Chairman Gilmore noted that he had sent a letter to the Delegation regarding County land issues. He has scheduled a Public Hearing of the Delegation for Saturday, April 6, 2002 at 9:00 a.m. The Commissioners will present proposals and the public will be invited to speak. The Policies and Procedures Subcommittee will meet on Monday, April 8 at 9:30 a.m. to review the recommendations of the Commissioners for County Land Use. A full Delegation meeting to vote on these proposals will be held on Thursday, April 18, 2002 at 7:00 p.m. Chairman Gilmore also noted that the Policy and Procedures Subcommittee will meet on Friday, May 3, 2002 at 10:00 a.m. to begin discussions and review of County Elected Officials' Salaries for the 2003-2004 term. A meeting of the Executive Committee will be scheduled soon thereafter to review the recommendations of the Subcommittee.

With no further discussion, Representative Rollo motioned to adjourn the meeting at 10:30 a.m. Seconded by Representative Callaghan accepted unanimously on voice vote. Commissioner Maglaras invited Representatives to a luncheon set up in the cafeteria.

Respectfully submitted,
Anne Grassie, Clerk
Strafford County Delegation

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STRAFFORD COUNTY DELEGATION MINUTES OF PUBLIC HEARING & MEETING OF APRIL 6, 2002

A Public Meeting of the Strafford County Legislation Delegation was held on April 6, 2002 at 9:00 a.m. in Courtroom II of the William A. Grimes Strafford County Justice and Administrative Building. Chairman Gilmore called the meeting to order at 9:00 a.m. Representative Knowles led the Pledge of Allegiance, followed by a moment of Silence. The Clerk then read the notice of the Public Meeting, which was posted in three (3) public places and advertised in the local newspaper. The Clerk then called the roll, which showed the following members present:

PRESENT: Berube, Brennan, Brown, Callaghan, Dechane, Ferland, Gilmore, Goodwin, Grassie, Johnson, Kaen, Knowles, McCarthy, A. Pelletier, M. Pelletier, Reid, Snyder, Twombly, Wall, Woodill and Woods (21 of 38)

EXCUSED: Dunlap, Hughes, Proulx, and Smith (4)

ABSENT: Albert, Bickford, Cossette, Estabrook, Harrington, Heon, Lachance, Lent, Musler, Rollo, Spang, Taylor, and Tsiros (13)

Also present: Strafford County Commissioners George Maglaras, Paul Dumont and Ron Chagnon, County Administrator Ray Bower, Jean Miccolo, Administrative Assistant,

Public Present for Conservation Easement: Anna Boudreau, Joyce El Kouarti, Judy Mettee, Bob Lewis, Karen Wendell, Doyle Skeels, Thomas Fargo, Sherri Wormstead, Justin T. Wormstead, Laurie Wormstead, John Scruton, George Wormstead, David Garcia, Beverly Shadley, Malin Clyde, Luke Paradis, Lorie Chase, Ed Mullen, Tom Howe, John Murphy, Brian Stern, Heather Hughes, Nancy Carmer, Michelle Forest (a sign-in sheet is attached to these minutes).

Public Present for Pop Warner Football Fields: Seth Bowley, Regina Bowley, Joanne Boundy, Michael Boundy, Tracy Lantz, Michael Clancy, Keith S. Young, Nancy Cormer, Tammy McKenna, Ray Martineau, Gary Curtis, James Setear, Kimberly Fauslino, Michelle Forrest, Kathleen Gadarowski, Tina Corbett, Lori Holmes-Foster, Sheila Pike, Sandra Keans, Karen Wendell, Doyle Skeels, Kathie Rochford, Laurie Wormstead, George Wormstead, David Garcia, David Sorbello, Thomas Crotin, Rocco Simone, Perry Shaw, Jake Richard, Marcel Lepage, John Murphy, Kathy Souza, Gene Callaghan, D. Wesley Moore, Sharon M. Moore (a sign-in sheet is attached to these minutes).

Public Present for Covered Bridge Elderly Housing Project: Sandra Keans, Doyle Skeels, Laurie Wormstead, George Wormstead, David Garcia (a sign-in sheet is attached to these minutes).

Chairman Gilmore reviewed the agenda for the meeting. He welcomed everyone and thanked them for coming. Chairman Gilmore invited Commission Chairman Maglaras to give a presentation and explanation of the items on the agenda. Commissioner Maglaras reviewed the plan to put 219 acres of County land into a conservation easement in order to protect the agricultural/recreational integrity of the property into the future. The County has 288 acres of land, most of that is open. Approximately 69 acres will be set aside for future use by the County, as may be required at that time, but unforeseen now. Some of this acreage is currently in use for the County Courthouse, the Jail, the Rest Home, and other buildings owned by the County. With the new Jail and the Covered Bridge Projects taking place within the next couple of years, more of this 69 acres will be in use. The balance of the 219 acres will be placed in easements. The Commissioners want to keep the public and the neighbors apprised of what is going on at the County. Developers wishing to buy parcels of the County property for development have approached us. The County lands were donated by citizens of Dover over two hundred years ago and have been maintained as agriculture lands ever since. The Commissioners want to continue this commitment to agriculture, open lands, and recreation for future

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generations by placing a portion of the property in easement (with the caveat that should additional lands be required for County business, they can be removed from the easement without paying any condemnation damages). The Cooperative Extension educators have been working very closely with the Commissioners to create a number of education and conservation projects here at the County to help preserve this valuable land as it is.

The Commissioners have also been working with representatives from Pop Warner Football on an agreement to lease the fields adjacent to the Courthouse for football practice in the late summer. The proposed lease is for ten (10) years, at a rate of \$1.00. The Commissioners feel this is an appropriate use for the County to allow on the property as it offers activity and recreation for the youth of the County and provide a positive outlet for them to utilize their energy in a good way. Commissioner Dumont supports the concept wholeheartedly, stating that the more children that participate in healthy activities, the fewer that, hopefully, will end up across the street, in the jail.

The last item for discussion is the lease for the Covered Bridge Project. This is a coordinated effort sponsored by the Community Action Project, supported by the Commissioners via a donation of land and assistance from Riverside Rest Home, for a grant from the U.S. Department of Housing and Urban Development (HUD). The grant has been awarded and the project is moving forward for a 26-unit assisted living complex adjacent to Riverside. By providing housing for citizens that are unable to completely care for themselves, but require some assistance, it will provide a few residents of Riverside an alternative to the nursing home, as well as citizens within the County or in other nursing homes, thereby freeing up bed space for citizens that require more assistance in the nursing home. This continuum of care allows people to stay in their own living space longer, while receiving adequate care.

Chairman Gilmore opened the public hearing on the conservation easement for public comments. He asked if anyone from the public wished to speak on this subject. Anna Boudreau of the Dover Open Lands Committee spoke on the benefits of the having an easement on County property. There is very little open land of this size left in Dover, or the County. Also speaking in favor of the easement were Joyce El Kouarti, Judy Mettee, Karen Windell (neighbor), Thomas Fargo, Chairman of the Dover Conservation Commission, Sherry Wormstead, Malin Clyde, Lori Chase, Cocheco Watershed, John Scruton, John Murphy, Winning Ways Stables (neighbor), Brian Stern, Chairman Dover Open Lands Committee, Heather Hughes, Nancy Karmer, County River Conservancy, Bob Lewis, and Michelle Forest. Chairman Gilmore is anyone else wished to speak on this matter. There being no one, he declared the public hearing closed and opened the matter up for the Delegation to discuss. Representatives Twombly, McCarthy and Berube spoke in favor of the easement and asked a few questions.

The next agenda topic was the Pop Warner Football Lease. Chairman Gilmore noted that a copy of the proposed lease was sent to the Delegation for their review and is available to the public. He also noted that Pop Warner is for all of Strafford County, not only Dover. Chairman Gilmore asked if any members of the public wished to speak on this subject.

Laurie Holmes-Foster, from Pop Warner thanked the Commissioners and the Delegation for their time and efforts on behalf of Pop Warner in considering this proposal. The Commissioners were gracious in allowing the Pop Warner teams to use the fields last year to practice and also as a trial run to see how things would work out with the Courthouse, and the neighbors. Everything went very well. There were very few problems, all of which were solvable and worked out. There are over 125 children participating in the Pop Warner Football and about 60 in the cheerleading. Also speaking on behalf of Pop Warner Football was Ray Martineau, the football coordinator for the league. Several representatives asked questions regarding the league. Representative McCarthy from Farmington asked how children from that area of the County would be served by having the fields in Dover. The league is open to everyone in Strafford County and notices are

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placed in all areas. Representative Brown asked for a roster of the players and other participants. Representative Johnson asked about the demographics of the players. It is open to anyone, both genders, any race, sex religion, etc., up to 15 years of age. Currently there are no females on the teams, but it is encouraged. The same holds true for the cheerleaders. Representative Twombly asked about other practice areas. It was noted that no County tax dollars have been spent on the football fields. Representative Woods asked for clarification on the length of the season. The season starts usually at the end of July and goes to mid-October. Representative Ferland asked if the school system was used to notify the children about signing up for Pop Warner. Currently, sign-ups are advertised in the paper and in local areas; however, the schools would be a useful asset in getting the word out. Representative Reid asked about the bleachers, vending area, goal posts, etc. Commissioner Maglaras noted that everything is portable, and once the season is over, everything will be stored by Pop Warner. Representative McCarthy wanted some reassurance that communities that are not local to Dover will be served and that children from those communities will be able to participate. Lori Foster responded that this will be investigated further and a plan will be worked out on accomplishing this. Representative Woodill noted that the lease needs some fine-tuning and there are still some things that need to be worked out. Commissioner Chagnon noted that he spoke to one of the judges in Superior Court, who commented on how nice it was to see the kids out in the fields playing, rather than in the courtroom.

Chairman Gilmore asked if any members of the public wished to speak on this matter. Former Representative Sandra Keans spoke on behalf of the Rochester Mayor and a group of Rochester City Councilors. She stated that it is their hope that no tax dollars are being spent or will be spent on this project. She noted that the consensus of the people she was speaking on behalf of wanted to ensure that no tax dollars are being spent on this project, the easement, or the Covered Bridge Project. As long as there is no tax money involved, they would support these projects. She also noted that with the increased amount of traffic to the County Complex, perhaps we should request funding from the State to rebuild the Covered Bridge.

Thomas Croton spoke on behalf of the Pop Warner Football League and stated that it will be beneficial to all the children in Strafford County between the ages of 7 to 15, within certain weight limitations. Rocco Simone, parent, stated that there are children from Farmington playing, as well as several other cities and towns in the County. Jake Richard, a coach, spoke on behalf of Pop Warner, stating that it is a wonderful outlet for the children and they love it. He is very appreciative that the County has offered the land for their use. There are so many things going on at the County Complex, families can come out here and spend the day doing a variety of things. Sports activities help keep the good kids good and keep the bad ones out of trouble. John Murphy, a neighbor, is in favor of the fields, although he has some concerns about the lease. These included maintenance of the fields, traffic, parking, goal posts, bleachers, and the need for more fields should the league grow because more children want to play. He noted that the fields were used last year for practice and this year, without notice to the neighborhood, the area was leveled off for more fields. The neighbors are concerned about the growth of the league. He asked that the County be more open about what is occurring here. Karen Wendell, neighbor, spoke in favor of the fields; she participated with the Dover Recreation Department. One problem was the additional trash along the road and around the building in the last five to six years. The Pop Warner representatives stated that the trash from the practices is picked up daily after each practice. There are trash barrels located in several locations and the parents take the trash with them when they leave. The trash along the road is not created from the Pop Warner practices. They take every precaution to ensure that all trash is picked up and the areas are left clean when they leave.

Gary Curtis, President of the Pop Warner Football Association addressed these concerns and stated that they will make a more concerted effort to ensure that all trash is disposed of properly. There was some further clarification regarding the trash. Sheila Pike, noted that she is a Dover resident, a teacher, a parent of a Pop Warner player, and a resident of County Farm Road. She said that it is important to provide space for kids to play and be active and she is in full support of this project.

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Representatives Johnson, Berube and Reid spoke in regards to the project. One issue was the length of the lease. The Commissioners explained that initially they had discussed a twenty (20) year lease with Dover; however, ten (10) years was agreed upon with the Pop Warner Association. Due to the financial and land investment of the league and the County, in order for this to be feasible, a ten-year lease was preferable to anything less than that. It would not really be fair to the Pop Warner people to only lease the land to them for a couple years after a considerable investment on their part. The Policy and Procedure Committee will work out other details of the lease. At this time, Chairman Gilmore declared a ten-minute recess. When the meeting reconvened, Commissioner Chagnon stated that he would work with representatives from the northern cities and towns to ensure that they know that the fields are available to them.

The next agenda item was the Covered Bridge Project, a 26-unit assisted living project for the elderly. Chairman Gilmore asked Commissioner Maglaras to give a brief update on this project. This project is to be built adjacent to Riverside Rest Home. This facility will be open to all residents of the County. The lease agreement must be signed and in place by May 1st of this year in order to be eligible for the funding request from HUD. Dick Hayes, Executive Director of Community Action and Jack Buckley, of the Dover Housing Authority gave a brief presentation on the project for the members of the public. Mr. Hayes stated that CAP and the County have partnered on several different projects throughout the years and he is very grateful that for their support on this very important project. The County's support played a large part in obtaining the HUD grant to build this facility. This facility will house low-income elderly residents of Strafford County that are able to take care of themselves for the most part, but require some assistance during the day. The site here at the County is beautiful and having Riverside Rest Home next door will benefit both the County and the Covered Bridge project. Mr. David Joy, Architect, gave an overview of the facility's design and layout for the public. Mr. Otis Perry of the Dover Housing Authority gave a report on the DHA's role in this project. They will be assisting CAP in identifying and qualifying residents for admission to Covered Bridge, as well as developing a marketing plan for the facility. Admission is based on age and income eligibility. HUD requirements provide for admission to residents of the United States, as this is a Federal program; however, local residents will have a significant advantage.

Representative McCarthy asked some further questions regarding the eligibility requirements and funding. Admission is based on income and age; funding is strictly from the Department of Housing and Urban Development. The County is providing the land with a 99-year lease; there is no financial obligation on the County. The Dover Housing Authority is contributing personnel and expertise in screening people for admission. Community Action is the filing applicant for the funds from HUD and will oversee and operate the facility.

Representative Woods asked about the number of people per unit and meal preparation areas. The units are designed to house one person each; however, it is possible to house couples if necessary. Each unit has a kitchen area; however, as not all residents will prepare their own food, there will be a main dining area for the facility capable of feeding all residents. Residents will be encouraged to prepare their own meals. County Administrator Bower noted that the primary focus of the grant was the sharing of services between Covered Bridge and Riverside Rest Home. He also stated that currently there are several residents at Riverside, as well as other nursing homes in the County, that would be eligible to enter this type of facility. They are not well enough to care for themselves at home, but do not require the level of services available at Riverside; however, they would be perfected suited for this facility. In turn, this would open up more bed space at Riverside for citizens in the County that require more services.

In response to a question from Representative Woods, the money that is saved by not having to pay rent for land will be used to make the entire facility handicapped accessible and for a common dining area with a kitchenette. Meals on Wheels will also be bringing in meals. Representative Woods asked a follow-up question regarding the number of handicapped accessible rooms. Four (4) units are completely handicapped outfitted;

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the rest will be set up for handicapped accessibility and with few adjustments will be able to be converted to be completely handicapped-accessible.

Representative Brown asked with the facility will open. At this time, if funding is approved, we anticipate ground breaking in July and an open house eight months thereafter. She then noted what a tremendous job Dick Hayes has done to help the children and elderly of Strafford County during his tenure as Executive Director of Community Action.

There were some questions regarding the design of the facility and transportation needs of the residents. CAP has a van to transport residents, there will a parking lot for residents' vehicles, and we will be working with COAST to get a bus route to the County Complex. Riverside will also be available for transportation.

This projects fits in very nicely with the new HCBC (home and community based care) regulations in creating programs to enable people to "age in place." There was some further discussion on the project as far as County residents having priority over residents of other counties or states, as this is a Federally funded program. There will be built-in points in the application for residents to ensure that Strafford County residents receive a higher number of points for entry than residents of other locations; however, we cannot refuse other residents if they meet the requirements, as per HUD regulations. Representative Reid asked if there were rules about selling the building in the future. The building cannot be sold; basically, it belongs to HUD, but is run by CAP. Should it become necessary for another organization to take over the operations of the facility, the County would be willing to, as the most logical choice, but this would be determined by the Covered Bridge Board of Directors and HUD.

Representative M. Pelletier noted that she liked the design of the building, whereby there will be kitchens in all the units, as well as a kitchenette and main dining area for any and all residents to use. This gives the residents a choice of where they wish to eat, whether or not to cook, or decide to have Meals on Wheels.

Representative Goodwin asked about cost estimates for the project and ancillary services to be provided. This information will be provided in the Subcommittee meeting. Chairman Gilmore then opened the hearing to the public for further discussion. Ms. Keans stated that the Covered Bridge Project is a good idea, both conceptually and philosophically. She noted that a similar facility in Rochester just closed and these people now need a place to go. She noted that she supports this project so long as no local tax dollars will be expended and that the façade of the building will fit in with other buildings on the Complex. Chairman Gilmore asked if any other members of the public wished to speak. He asked two more times. There being no one wishing to speak, he declared the public hearing on this matter closed. Other Business: Chairman Gilmore asked if there was any other business to be discussed and reviewed the following list of upcoming meetings for the Delegation.

- > Monday, April 8, 2002, 9:30 a.m. Policy and Procedures Subcommittee: County Land Use Issues
- > Thursday, April 18, 2002, 7:00 p.m. Full Delegation Meeting RE: County Land Use Issues
- > Friday, May 3, 2002, 9:30 a.m.: Policy and Procedures Subcommittee: Elected Officials Salaries
- > Friday, May 17, 9:30: Executive Committee Meeting: Quarterly Report & Elected Officials Salaries
- > Saturday, May 18, 2002, 9:00 a.m.: Full Delegation Meeting: Elected Officials Salaries

With no further business, Representative Callaghan motioned that the meeting be adjourned. Representative DeChane seconded the motion and it was accepted unanimously on voice vote at 12:30 p.m.

Respectfully submitted,
Anne Grassie, Clerk
Strafford County Delegation

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STRAFFORD COUNTY DELEGATION MINUTES OF PUBLIC HEARING & MEETING OF APRIL 18, 2002

A Public Meeting of the Strafford County Legislation Delegation was held on April 18, 2002 at 7:00 p.m. in Courtroom II of the William A. Grimes Strafford County Justice and Administration Building. Chairman Gilmore called the meeting to order at 7:00 p.m. Representative Tsiros led the Pledge of Allegiance, followed by a moment of Silence. Acting Clerk Marsha Pelletier read the notice of the Public Meeting, which was posted in three (3) public places and advertised in the local newspaper and called the roll, which showed the following members present:

PRESENT: Albert, Berube, Brennan, Brown, Callaghan, Dechane, Estabrook, Gilmore, Goodwin, Hughes, Johnson, Knowles, McCarthy, Musler, A. Pelletier, M. Pelletier, Snyder, Tsiros, Twombly, Wall, Woodill and Woods (22 of 38)

EXCUSED: Bickford, Dunlap, Ferland, Grassie, Kaen, Reid, and Smith (7)

ABSENT: Cossette, Harrington, Heon, Lachance, Lent, Proulx, Rollo, Spang, and Taylor (9)

Also present were Strafford County Commissioners George Maglaras, Paul Dumont and Ron Chagnon, County Administrator Ray Bower, Jean Miccolo, Administrative Assistant, Jack Buckley, Dover Housing Authority, Dick Hayes, Community Action, Ray Martineau, Ann Boudreau, Gary Curtis, Pop Warner Football, and several members of the general public.

Chairman Gilmore opened the Public Hearing on the Covered Bridge Project. He asked if any member of the public wished to speak on this subject. There being no one, he asked two more times if any one wished to speak. Being none, he declared the public hearing for the Covered Bridge Project closed.

Chairman Gilmore opened the public hearing on the Pop Warner Football Lease and asked if any members of the public wished to speak three times. There being no one, he declared the public hearing on the Pop Warner Lease closed.

Chairman Gilmore then asked if any members of the Delegation wished to speak on the Covered Bridge Project Lease. The County has drawn up a lease with the Covered Bridge Project Association, via the Community Action Program, to use 4.49 acres of County land adjacent to the Rest Home to build a 26-unit assisted living project for the elderly for a period of 99 years for \$1.00. Representative Knowles motioned to approve the lease. Seconded by Representative Dechane. Representative Wall asked for some specifics regarding the lease and the project. The Covered Bridge Project will contain 26 units or apartments for elderly in need of assistance. This housing complex will provide a continuum of care and will be available to anyone in the County meeting HUD criteria, primarily age and financial needs. The project will be sponsored and operated by Community Action through a U.S. Department of Housing and Urban Development grant. Representative Johnson noted that it is her belief that the oversight board for the Project will include a representative from the Delegation. Mr. Jack Buckley stated that there should be no problem including a member of the Delegation on the Board. Representative McCarthy asked who would be responsible for snow removal for the facility. County Administrator Bower replied that it would be in the County's best interest to provide snow removal for the project. The County has the equipment and inmates can be utilized to shovel pathways. Representative Woods noted that an issue discussed by the Policies and Procedures Committee was adding to Section 10.1 the wording "at Lessee's sole expense." Representative Musler amended the motion to add this wording. Seconded by Representative Woods. There was further discussion on this amendment. The recommended wording is to ensure that the lessee covers all expenses. The motion failed on a voice vote. Representative

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Berube moved the original motion. Seconded by Representative Wall and accepted unanimously, 22-0 on a roll call vote, as follows:

YEAS: Albert, Berube, Brennan, Brown, Callaghan, Dechane, Estabrook, Gilmore, Goodwin, Hughes, Johnson, Knowles, McCarthy, Musler, A. Pelletier, M. Pelletier, Snyder, Tsiros, Twombly, Wall, Woodill and Woods (22)

NAYS: None.

Chairman Gilmore asked if any members of the Delegation wished to speak on the Pop Warner Football Lease. Representative Knowles motioned to accept the ten-year lease agreement as presented by the Commissioners with Pop Warner Football. Seconded by Representative Berube. Representative Twombly asked how much land the lease involved. Commissioner Maglaras responded that the fields would be located on a 4.5-acre parcel of land, as delineated on the last page of the proposed lease. The proposed lease is for a ten (10) year period, with an option to renew another 5 years at that time. The ten-year period was proposed due to the financial investment that Pop Warner will put into the fields. There are several ways that the lease can be made null and void, one being future needs of the County. The Policy and Procedures Subcommittee voted 6-1 in favor of the lease.

Representative Woods motioned to amend the original motion to a five-year lease agreement, renewable for a ten-year period. Seconded by Representative Musler. It was noted that the contract would be reviewed every year prior to the football season to ensure compliance. The Pop Warner Association will invest approximately \$90,000 into the fields. Representative Callaghan asked about the County's liability insurance. Pop Warner will have insurance coverage. The motion as amended was called and defeated on a roll call vote, 6 - 16, as follows:

YEAS: Albert, Dechane, Hughes, Musler, Tsiros, and Woods (22)

NAYS: Berube, Brennan, Brown, Callaghan, Estabrook, Gilmore, Goodwin, Johnson, Knowles, McCarthy, A. Pelletier, M. Pelletier, Snyder, Twombly, Wall, and Woodill (16)

The original motion was called and passed unanimously 22 - 0 on a roll call vote, as follows:

YEAS: Albert, Berube, Brennan, Brown, Callaghan, Dechane, Estabrook, Gilmore, Goodwin, Hughes, Johnson, Knowles, McCarthy, Musler, A. Pelletier, M. Pelletier, Snyder, Tsiros, Twombly, Wall, Woodill and Woods (22)

NAYS: None.

Chairman Gilmore reminded the Delegation of upcoming meetings, as follows:

- > Friday, May 3, 2002, 9:30 a.m.: Policy and Procedures Subcommittee: Elected Officials Salaries & Land Conservation Easement
- > Friday, May 17, 2002, 9:30 a.m.: Executive Committee Meeting: Quarterly Report & Elected Officials Salaries
- > Saturday, May 18, 2002, 9:00 a.m.: Full Delegation Meeting: Elected Officials Salaries

Representative Dechane asked about voting on prior meeting minutes. This will be done at a future meeting.

With no further discussion, Representative Callaghan motioned to adjourn the meeting at 7:50 p.m. Seconded by Representative Berube accepted unanimously on voice vote.

Respectfully submitted,
Jean Miccolo, Administrative Assistant
Strafford County Delegation

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STRAFFORD COUNTY DELEGATION MINUTES OF PUBLIC HEARING AND MEETING OF MAY 18, 2002

Chairman Gilmore called the Public Hearing of the Strafford County Delegation to order at 9:00 a.m. Representative Callaghan led everyone in the Pledge of Allegiance, followed by a moment of silence in remembrance of Representative Raymond Proulx, who recently died in a tragic car accident. Clerk Anne Grassie read the Notice of the Public Hearing and Meeting and called the roll, which showed the following members present:

PRESENT: Berube, Brennan, Brown, Callaghan, Dechane, Dunlap, Gilmore, Goodwin, Grassie, Harrington, Johnson, Kaen, Knowles, Lent, Pelletier, A., Pelletier, M., Rollo, Taylor, Twombly, Wall, Woodill, Woods (22 of 38).

EXCUSED: Ferland, Hughes, McCarthy, Proulx (deceased), Smith, and Snyder. (6)

ABSENT: Albert, Bickford, Cossette, Estabrook, Heon, Lachance, Musler, Reid, Spang, and Tsiros (10).

Also present were Commissioners Maglaras, Dumont, Chagnon, County Administrator Bower, Jill Sheing, Administrative Assistant, and several members of the public.

1. Public Hearing and Meeting Regarding Conservation Easement

Chairman Gilmore declared the hearing open to the public and recognized Ann Boudreau, a Dover resident and a member of the Open Lands Committee for the City of Dover, which is a volunteer committee. Mrs. Boudreau stated that she is very pleased that the County is considering having a Conversation Easement for the County land. She has been a volunteer with the UNH Cooperative Extension for 10 years. The Open Lands Committee has been working with Mr. Tom Howe, Director of Land Conservation for the Society for the Protection of New Hampshire Forests, discussing their options. The Open Lands Committee supports the plan now before the Delegation. She noted that to show their commitment, the Committee would be paying any transaction costs for the County, which include survey and legal fees. Ms. Boudreau asked for the Delegation's support of the plan by giving a "yea" vote today.

Representative Harrington asked for a run-down on exactly what the plan for the easement is, as he was not at the Public Hearing held previously to discuss this matter.

Chairman Gilmore asked Commissioner Maglaras to respond. Commissioner Maglaras reiterated that the Commissioners are asking the Delegation to vote on the concept of placing 219 acres of the County land into a Conservation Easement, which consists of two components. 68 acres will be held in conservation and can be taken out by the Commissioners and Delegation without paying any liquidated damages to the easement holder. The balance of the land will be in a true Conservation Easement. This means that should the Commissioners or the Delegation decide to take the land out of easement through or by an act of condemnation, the County will have to pay liquidated damages. The bottom line is the County would like to put 218 acres in easement; 68 acres would be exempt from the easement in case this acreage is needed for some currently unforeseen County purpose in the future. This places two-thirds (2/3) of the County land in a conservation easement.

Commissioner Maglaras, along with the other Commissioners are asking the Delegation to "bless" this concept. The Dover Lands Committee will pay for the survey and draft up the legal documents. Once that work is done, with the Delegation's approval, the Commissioners will bring the documents to the Executive Committee for final approval. There are no documents available today because the Commissioners wished to

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have the concept approved first. Per Chairman Gilmore, the final document will be reviewed by the Policy and Procedures Subcommittee and will be voted on by the Executive Committee.

Representative Harrington asked why the County wanted to do this. Commissioner Maglaras explained that generally speaking, there has been a lot of pressure on the Commissioners in recent years for the use of County land by developers. The Commissioners have spent years working with UNH Cooperative Extension to preserve the County property. Placing an easement on the County land would put a roadblock in the way for future County Commissioners and Delegations from selling land off to meet some financial obligation that the County may have. Commissioner Maglaras noted as an example that the County could easily earn 1/2 or 3/4 of a million dollars quickly by selling off a portion of the land to developers. Commissioner Maglaras stated that the Commissioners are trying to keep the parcel in one complete piece, "trying to build a fence around it," for lack of a better term, by placing the land in a conservation easement to save it for future generations.

Representative Goodwin asked why the 68 acres seems to be a controversial matter. Commissioner Maglaras explained that the County would have the power of condemnation on this acreage to remove it from easement, without penalty. The County owns the land being placed in easement; however, if we put all 287 acres of open land into a conservation easement and then wanted to use a portion of it for some County purpose, the County would have to start a condemnation proceeding against itself, and then pay damages to the agency holding the easement. This could potentially cost the taxpayers more money. Taxpayers have already paid for this land. We are trying to hold the balance of 158 acres in an easement with a third party fiduciary, the Society for the Protection of New Hampshire Forests.

Chairman Gilmore recognized Mr. Tom Howe, Director of Land Conservation, Society for the Protection of New Hampshire Forests. Mr. Howe applauded the County Commissioners for bringing forward the proposed conservation easement for consideration. The Society views this as a very important project. Obviously, the Strafford County lands are comprised of extraordinary property that is highly unusual and significant in conservation and natural resource values. It is for this reason that the Society has an interest in working out an appropriate conservation outcome for much of this land. He again thanked the Delegation and the Commissioners for taking the time and the effort to think through this proposed project. Mr. Howe then gave a brief background history of the Society in order for the Delegation to understand better what a conservation easement is and how it works. Then he touched on the outstanding features of the County land and asked the Delegation to endorse the concept so the Commissioners can proceed with the mechanics and implementation of this project.

Mr. Howe noted that the Society for the Protection of New Hampshire Forests in a 101 years old; it is a private, non-profit, conservation organization. Its mission is to promote the responsible use of natural resources throughout New Hampshire. This is done in approximately four (4) different programmatic ways. First and foremost is the land conservation work, the type that being discussed today. The Society helps land owners set up permanent conservation arrangements for their properties, either through acquisition of outright ownership of lands by the Society (the Society currently has about 135 locations around New Hampshire), or through the Society's acquisition of what is called conservation easements on land whereby the lands are permanently protected from future development. The Society has set up and now has responsibility for close to 540 parcels throughout the State, involving conservation uses. The Society has some experience with the ways these are set up, monitored, and managed over time. The other activities the Society is involved in are policy-related work in terms of State conservation initiatives and funding for land conservation. The Society also has active educational programs. Finally, the Society gets very involved in forestry issues in demonstrating good forestry practices, not only on the 32,000 acres that the Society manages for an array of public uses, but also by helping other land owners understand how to manage their lands in an appropriate way. Mr. Howe noted that this is a broad scope of what the Society does and left some material for those interested in learning more about the Society.

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Mr. Howe went on to give a brief description of what a conservation easement is. A conservation easement is a written promise by a landowner not to develop that land any further. That written promise takes the legal form of a conservation easement, which gets recorded at the Registry of Deeds and is part of a permanent record of the ownership entitled for a given piece of real estate. When the landowner who sets up the conservation easement, in this case the County, the owner still holds title to the land, still owns it, but agrees to certain land use restrictions on the property, such as no commercial or industrial use except agriculture and forestry; no further subdivision of the land; no building structures or improvements unless they are directly related to forestry, agriculture or non-commercial outdoor recreational uses. These are some of the types of use restrictions that would be listed in the easement. A few other types of restrictions would include no pushing of dirt around, as dredging or filling, unless it is directly related to one of the allowed four (4) uses on the property; no disposal of hazardous materials on the land. These are typical restrictions on most easements that the Society works with and would be a part of the easement being discussed by the County. In the creation of a conservation easement, the Society does not acquire the rights to do these things on the County land. The Society is fundamentally responsible for monitoring the use of the property and ensuring that what is happening on the grounds is consistent with those land use restrictions that are spelled out in that legal document. If there ever is a problem or so-called "violation" of the restrictions, it is the Society's obligation to uphold those restrictions by taking whatever action necessary, legally if necessary, to maintain those restrictions on the property.

Therefore, it becomes the burden of the Society when they sign on as a partner with the landowner to uphold these restrictions in perpetuity at all times. Mr. Howe noted that one of the instances in which a conservation easement is potentially extinguishable is by condemnation, which is infrequent. This is the power of any government entity to take property for a public purpose. Other than by condemnation, a conservation easement is a permanent arrangement for the property.

Mr. Howe then explained why the Society feels that the County property is extraordinary in terms of warranting a conservation easement. The County land has some very productive and important agricultural features and values. Part of the Complex contains a highly threatened type of land use – Farming – that is still in use in Strafford County. There are a number of farms in this area that really help make up the character of this community that we feel is important and worthy of protection. Another important feature of the County property is the forestland. There is a 26-28 acre section that is a Certified tree farm. Don Black, the County Forester has been using this as an important demonstration forest, a teaching tool to help inform the public and other landowners of the importance of managing woodlands well. Another important fact is that the proposed easement will help protect some important public drinking water supplies. There are at least two public wells on or adjacent the County property. These contribution zones include portions of the County farm. By putting in place some limitations of the proposed use of the property, the easement will help preserve the quality of key water supplies, an increasingly important factor in the future growth and development patterns, especially in southeastern New Hampshire. This easement also has a proposed provision in it to allow the County itself to extract ground water for the establishment of a community water supply.

This property has scenic value and public recreational features. It has been identified as a key link within the so-called Cochecho River Public Access Corridor put together as part of the Dover Master Plan. There is a tremendous amount of frontage—2 1/4 miles of frontage along the Cochecho River, 2/3 of a mile of frontage along County Farm Road. This is a key property from a public recreational use and is consistent with existing uses occurring on the Complex, i.e. camping activities, interpretative trails, etc. This property also has important and significant ecological value and habitat values. It has wetlands, upland grassland areas, woodlands, and is a riparian corridor. The County Complex has a lot of diversity not typically found all on one property. Of particular note are the grassland areas that are highly threatened and are proving to be increasingly important for certain species of birds and other animals.

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Mr. Howe also noted that by having conservation easement on this property would help his organization and others like his to leverage the protection of some of the other outstanding County farms in New Hampshire. He stated that most likely, many of those present know of some County farms in the State that are still completely intact and have not sold off bits and pieces of their land base incrementally as has happened in some of the other counties. These County farms, as a group, are really significant properties throughout the State. By having this opportunity to work with Strafford County on a conservation easement, it will definitely going to help his organization raise the idea and talk through the possibilities with some of the other Counties in the State.

Finally, Mr. Howe addressed a concern that was discussed at previous Delegation deliberations regarding the special provision for the 68-acre area and that it might somehow weaken the integrity of the easements that are routinely set up with private landowners. The answer to that concern is that it would not weaken the integrity of other easements because the compromise reached on the 68-acre piece of this project has to do only with a condemnation process. By definition, the condemnation procedure can only be carried out by a governmental entity, so they would never entertain such a proposal in dealing with a private landowner. This is quite a unique situation from his organization's standpoint due to the unusual circumstances in this case, in that the County is both the landowner and entity with condemnation authority. He again reiterated that his organization would not contemplate this type of a proposal with a private landowner because it would be breaching some fundamental limitations they have in not conveying excessive benefits to private individuals or private parties. In this case, they are working with a public authority and have the ability to put forward alternatives and proposals to make the project work. Mr. Howe then offered to answer any questions.

Representative Goodwin asked a question from the flyer provided by Mr. Howe regarding land protected by easement that can be sold, given away, or otherwise transferred at anytime. He noted that there has to be an exception to this with the County otherwise the easement would not work. Mr. Howe noted that Mr. Goodwin was reading this information from an informational flyer called Conservation Easement Questions and Answers. This is a generic information sheet about conservation easements and spells out in a little more detail what Mr. Howe described.

Mr. Howe responded that when land is placed under a conservation easement, the owner of that property, in this case, the County is fully unrestricted in it's ability to convey or sell that restricted land to anyone at anytime and at any price. However, a condition of the deed that any future owner better understand is that the property they are acquiring is subject to the permanent restrictions of the easement.

Representative Harrington asked what the cost of transferring the property into an easement would be. Mr. Howe stated that he is unaware of any costs, except perhaps for the paperwork, which will be paid by the Dover Open Lands Committee.

Representative Johnson stated she voted against the concept of excluding the 18 acre-, 2 acre- and the 7-acre parcels from the traditional easement. She asked if these parcels could be sold by the County to a developer that would be able to develop it free from restrictions.

Mr. Howe replied that all restrictions regarding the conservation easement would also apply to these parcels. Therefore, the limitations of the easement, including the no subdivision limitation, would apply to the entire 219 acres, including the 68 acres. The only difference with the 68-acre area is that the County would retain the right to condemn parcels in this part of the easement without paying damages to the easement holder for the value of the easement extinguished due to the condemnation process. Other than that difference on this area, all regular use limitations on the land are in place.

Mr. Bob Lewis, Chairman of the Open Lands Committee asked to speak. The goal of the Dover Open Lands Committee is to protect open space from further development. He thanked the Commissioners and others for the

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support given to the Committee. He stated that he felt the County has here an opportunity to change something that will last forever. This kind of change does not happen too often in dealing with the difficult and mundane political issues that are encountered day after day. He asked for the support of the Delegation on this important issue.

Chairman Gilmore asked if there were any other members of the public wishing to speak. There being none, he declared the Public Hearing closed.

Chairman Gilmore recognized Representative Knowles. Representative Knowles motioned to approve the Commissioners' recommendation to place 151 acres of County land in a traditional easement, with 68 acres in a provisional easement, contingent upon the Executive Committee's approval. Seconded by Representative Wall.

Chairman Gilmore opened the motion up for discussion. Representative Harrington asked for clarification regarding whom the land is being protected from by being placed into easement, i.e., future Commissioners, Delegations, the City of Dover, etc.? Chairman Gilmore explained that the City and/or the State do have the authority to take the County's land, if necessary for governmental purposes, through condemnation proceedings. In this case, that entity would pay for the condemnation proceedings, whereas the County would not have to pay to take the land out of easement through condemnation. The land is owned by the County, which is made up of the thirteen cities and towns in the County.

Representative Dechane asked if Mr. Howe's comments would be reflected in the minutes of the meeting as part of the permanent record. Chairman Gilmore replied all comments made during the meeting are a part of the minutes, to the greatest extent possible by the transcriptionist. Minutes are not transcribed verbatim; however, the discussion, motions, and any other pertinent information are included. Representative Dechane noted that if in the future people have questions, reviewing the minutes of the meetings would provide clarification. Chairman Gilmore stated that all members of the Delegation and any other interested parties are privy to review of any and all meeting minutes. He continued by stating that the actual terms of the easement will be written up in the formal conservation easement document. This document will be reviewed by the Policy and Procedures Subcommittee and then reviewed by the Executive Committee. If there is any item that is significantly different from what has been presented to the Delegation, the matter will be brought back before the Delegation for further review. The actual easement document will make the County's intent more clear rather than the words of a third party.

Representative Harrington asked why the completed easement would not be presented to the Delegation for final approval, but to the Executive Committee. Chairman Gilmore restated that the major tenant here is the request of the Commissioners to place 68-acres of County land into a non-traditional easement (those parcels outlined in red on the map). The balance of the 219 acres, 151 acres will be placed into a traditional easement. The reason documentation is not available for review today is that the survey work has not been done as yet. The County is still several months from having that easement document available to the Delegation. Interested Delegation members can attend the Policy and Procedure Subcommittee meeting and/or the Executive Committee meeting. Notices will be sent to the full Delegation of these meetings when they are scheduled. Members will have the opportunity to speak, examine any and all documents, and have any further questions answered. Representative Callaghan moved the question.

Chairman Gilmore stated that the vote would be by roll call. A vote in the affirmative would put the land into easement; a vote in the negative would be against the easement. Clerk Grassie called the roll call, which showed the following results:

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YEAS: Berube, Brennan, Brown, Callaghan, Dechane, Dunlap, Gilmore, Goodwin, Grassie, Harrington, Johnson, Kaen, Knowles, Lent, A. Pelletier, M. Pelletier, Rollo, Taylor, Twombly, Wall, Woodill, Wood (22 of 22)

NAYS: None.

Chairman Gilmore stated that Strafford is the first County to place its land in a conservation easement and there will be a lasting legacy in this regard. He is very proud of the Commissioners, the Delegation, and the members of the public who participated in these efforts.

2. Public Hearing and Meeting Salaries of Elected Officials for 2003-2004 Biennium and U.S. Marshall's Service Contract with Strafford County House of Corrections

Chairman Gilmore opened the Public Hearing to receive comments from the public in regards to the salaries of Elected Officials for the 2003-2004 biennium and the U.S. Marshall's Service Contract with the County.

Chairman Gilmore recognized Mr. David Scott of Dover. Mr. Scott stated that he moved here two (2) years ago from Massachusetts. He considers himself a political refugee and stated that the difference from Massachusetts to New Hampshire has been tremendous and he is delighted to be here. He complimented the Delegation, praising people like the members of the Delegation, who are willing to give their time without compensation, to give to the community. He noted that he is a workout specialist and has many contacts in the community. He works with the small business to help them make a profit or turn a positive cash flow. He stated that this past year was difficult and that the recession is not over. Many of the people working for these companies would be delighted to have the same salary they had last year or at least be assured a job. Many of his friends in the community have stated that they will not be receiving raises this year and many are just hoping to continue working. Based on this economy, he suggested that increased compensation for the Elected Officials be modest. Mr. Scott continued that the amount requested is much more than the rate of inflation and, if approved, would send a disturbing signal in the local business environment. He recommended no increase or at the most a 2% or 3% increase to recognize inflation. He also stated that he knows many people would like to have the jobs of the Elected Officials.

Chairman Gilmore asked if any other members of the public would like to speak at this time. With no further public comment, Chairman Gilmore closed the public hearing.

3. Salaries of Elected Officials for 2003-2004

Chairman Gilmore reviewed the process of voting on the salaries for elected positions for the Delegation, as this has been a very contentious issue in the past. He requested that personalities of the current office holders not be brought into the discussion. The proposed salary increase is 6% for Elected Officials for the next two-year term. The Policy and Procedure Subcommittee unanimously endorsed this proposal, with an overwhelming endorsement by the Executive Committee. This salary increase goes into effect after the newly elected people are sworn into office in January of 2003. The 6% proposal is based on increases of 3% in 2001 and 3% in 2002 for County employees. The 6% increase is for the two-year period, 2003-2004. There would be no other increases during that period. With that said, Chairman Gilmore again reiterated not allowing persons currently holding office to affect the decision, but asked that the decision be based on the responsibilities of the office.

The first salary item discussed was the County Commissioners position. Chairman Gilmore recognized Representative Goodwin, who stated that he would be abstained from voting and debate on the Commissioners position.

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Representative Rollo motioned to approve a 6% raise for the County Commissioners' positions for 2003-2004. Chairman Gilmore clarified this by stating that the raise for the position of the Chair of the County Commissioners would be \$9,927.00, an increase of approximately \$561.00, and for the Vice Chair and Clerk, \$9,362.00, approximately \$531.00 each, as per the charts that were distributed.

Representative Twombly asked if elected officials were entitled to health care benefits, and if so, what type and is the plan paid for by the County. Chairman Gilmore replied that as employees of the County, Elected Officials receive health care benefits that paid for by the County. Representative Woodill stated if the Delegations wants to address Elected Officials' health insurance coverage, legislation would have to be created and passed in Concord to change the current statute, as the statute pertaining to this was created long before this Delegation was in the Legislature.

Representative Harrington stated that there has been a 30% increase in spending over the last couple of years. He noted that during the last election, the County positions were not uncontested races. The people who ran for the positions wanted the jobs at the existing salary and were willing to spend time and money to get that job. He asked if anyone in the room received a 6% salary increase last year. He noted that he did not get a 3% increase and he didn't think most people did. In fact, many people in the County lost their jobs due to layoffs. Representative Harrington stated that his opinion was that as long as the County has contested races, it shows that the people running are willing to take the job at the current salary. With an increase of over 30% in spending and a large increase in taxes as a result of that for the taxpayers, he doesn't think this is the time to give Elected Officials who voluntarily run for these positions, a raise. He asked that the Delegation vote against any wage increase for Elected Officials in the next biennium. Perhaps if the economy is better in two years, the Delegation will elect to give them an increase.

Representative Dechane asked if these salary increases were already incorporated into the taxes. Chairman Gilmore replied these increases would affect next year's budget; this is not a current expenditure.

Representative Berube stated that due to an increase in workload in the past several years, i.e., the expansion of the jail, conservation easements, etc. much more time has been invested by the Elected Officials than in the past. He felt that the Delegation should agree to pay people a fair wage, whether they are part time or full time. The elected officials do a good job and they are motivated.

Representative A. Pelletier stated that although he rarely agrees with Representative Harrington, he does in this instance, despite the increase in responsibilities for some of the positions. It can be debated as to whether the responsibilities warrant an increase in salaries; however, obviously there are adequate candidates for all of the offices who are aware of the responsibilities of the job and the current salary. He will be voting in the negative for any salary increases for the elected officials for 2003-2004.

Representative Wall asked what the impact of the proposed increase would have on County taxes. Chairman Gilmore stated he suspects that it would be insignificant, but again it would be borne out in next year's budget. Representative Wall replied that she would like to have some idea of the tax impact for next year. County Administrator Bower stated it is about 1/100 of one percent of the overall budget.

Representative Brennan stated that in relation to employees of other Counties, these positions are underpaid. He believes that the proposed increase is fair.

Representative Kaen stated that the comment/complaint she has heard the most from constituents is that property taxes are too high. Currently, many people are losing their jobs due to the economy. She believes any proposed increase for elected officials is the wrong message to send at this time, regardless of the dollar amount.

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Representative Grassie noted that as a member of the Rochester School Board she went through the process of setting salaries for the top administrators/department heads. A survey of similar positions around the state was taken and compared with the local positions in the school system. The County's elected officials are equivalent to administrators and department heads. They have the responsibility of making this County run smoothly. She noted that she wanted to ensure that quality people run for these positions. Although she understood that running for elected office is voluntary and the candidates know what this entails and they know what the salary is when they put their name on the filing sheet, if the County does not keep the salaries at least close to market, unqualified people will be running for the positions. By offering comparable salaries, it will keep the election competitive, although a 6% is high. There are 400 state representatives in the Legislature who are always challenged in the races and they only receive \$100.00 a year, so the compensation is not the sole reason people run for public office. She stated that property tax increases are of significant importance when considering salary increases for elected officials; however, in light of the fact that the 6% proposal is for a two year period and is the same amount received by other County employees for the past two years, although it is difficult to accept in these times, she agrees it is fair.

Representative Julie Brown stated that she takes exception to this request. Legislators put in a lot of time and effort into their positions and have had no wage increase, yet there are still people willing to run for public office. There are a few employees who have taken pay cuts to work at Strafford County.

Chairman Gilmore reminded Representative Brown the current discussion is in regards to the County Commissioners positions.

Representative Berube stated that if we are trying not to increase taxes, there are other areas in the budget that should be looked at, not the minimal amount of money that will be used wage increases for the elected officials. Representative Rollo stated that this would be a moot issue as regards the relationship to the general court's salary if this were not an election year. He asked to move the question. Chairman Gilmore stated that there were more people wishing to speak, so the question cannot be moved at this time.

Representative Woods stated that she believes Strafford County is in line with 8 or 9 of the other counties, with the exception of Rockingham. It is important to attract good people for these positions; however, the salary increases being proposed are not going to contribute to whether someone decides to run for office or not. She continued by stated that she believes the County Commissioners are certainly worth more than the \$9,000 or \$10,000 that they earn and the County is fortunate to have the Commissioners that are currently in office, just as the legislators are worth far more than the \$100 a year that they earn. She stated that she does not believe that an increase of \$500 or \$600 is going to make a difference in someone's decision to run for public office. The Delegation needs to send a message that they are holding the line on tax increases and that was the reason she voted against the budget and will vote against any increases in salaries for elected officials as well.

Representative Harrington agreed with Representative Woods, although he stated that he would vote against increases in elected officials salaries whether it was an election year or not. It does not send a good message to the taxpayer to give raises to people voluntarily seeking public office when others are losing their jobs or not receiving any increase in salary. He stated that he does not believe the amount of the salary is an issue for those people who seek office at this time.

Chairman Gilmore stated that if there were no more questions, the original motion would be moved. There being none, the original motion to give the Commissioners' positions a 6% salary increase, that being \$561 for the Chair, and \$531 for Vice Chairman and Clerk, was moved. The motion passed 15 to 6 on a roll call vote, as follows:

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YEAS: Berube, Brennan, Brown, Callaghan, Dechane, Dunlap, Gilmore, Grassie, Johnson, Knowles, Lent, Rollo, Taylor, Wall, and Woodill (15)

NAYS: Harrington, Kaen, A. Pelletier, M. Pelletier, Twombly, and Woods (6)

ABSTAIN: Goodwin (1)

Representative Callaghan motioned to give the Treasurer position a 6% increase for the 2003-2004 biennium, or \$385.00 a year from \$6,423 to \$6,808.00. Seconded by Representative Knowles. At this time, Representative Twombly was excused. The motion passed on a 16 to 5 roll call vote, as follows:

YEAS: Berube, Brennan, Brown, Callaghan, Dechane, Dunlap, Gilmore, Goodwin, Grassie, Johnson, Knowles, Lent, Rollo, Taylor, Wall, and Woodill (16)

NAYS: Harrington, Kaen, A. Pelletier, M. Pelletier, and Woods (5).

Representative Callaghan motioned to give the Registry of Deeds position a 6% increase for the 2003-2004 biennium, or \$2,377, from \$39,615 to \$41,992.00. Seconded by Representative Brennan and passed 16 to 4 on a roll call vote, as follows:

YEAS: Berube, Brennan, Brown, Callaghan, Dechane, Dunlap, Gilmore, Goodwin, Grassie, Johnson, Knowles, Lent, Rollo, Taylor, Wall, Woodill (16)

NAYS: Kaen, A. Pelletier, M. Pelletier, Woods (4).

ABSENT: Harrington

Representative Callaghan motioned to give the County Attorney's position a 6% increase for the 2003-2004 biennium, or \$3,612, from \$60,205 to \$63,817.00. Motion seconded by Representative Knowles. Due to lack of a quorum present, the motion was negated.

YEAS: Berube, Brennan, Callaghan, Dechane, Dunlap, Gilmore, Goodwin, Grassie, Johnson, Knowles, Lent, Rollo, Wall, and Woodill (14)

NAYS: Brown, Kaen, A. Pelletier, M. Pelletier, Woods (5)

ABSENT: Harrington, Taylor

Once a quorum was present, Representative Callaghan again motioned to give the County Attorney's position a 6% increase for the 2003-2004 biennium, or \$3,612, from \$60,205 to \$63,817.00. Motion seconded by Representative Knowles and passed 16 to 4 on a roll call vote, as follows:

YEAS: Berube, Brennan, Callaghan, Dechane, Dunlap, Gilmore, Goodwin, Grassie, Johnson, Knowles, Lent, Rollo, Taylor, Wall, and Woodill (15)

NAYS: Brown, Kaen, A. Pelletier, M. Pelletier, Woods (5)

ABSENT: Harrington

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Representative Callaghan again motioned to give the County Sheriff's position a 6% increase for the 2003-2004 biennium, or \$2,411, from \$40,175 to \$42,585.00. Motion seconded by Representative Knowles. Representative Wall stated that she would be voting no on any increase for the Sheriff's position. She stated further that due to increases in expenses in this budget without appropriate explanation as to why, and the uncertainty of the needs of the Sheriff's department in the future as regards the new Jail, she feels it inappropriate to provide an increase in salary for the Sheriff. She has asked for this information and it has not been forthcoming. With no further discussion, the motion was called and passed on a roll call vote 13 to 7, as follows:

YEAS: Berube, Brennan, Callaghan, Dunlap, Gilmore, Goodwin, Grassie, Johnson, Knowles, Lent, Rollo, Taylor, and Woodill (13)

NAYS: Brown, Dechane, Kaen, A. Pelletier, M. Pelletier, Wall, Woods (7).

ABSENT: Harrington

4. U.S. Marshall's Service Contract with Strafford County House of Corrections

County Administrator Bower explained that the Commissioners had promised to make every effort to find partners to help fund capital and on-going operational costs for the Jail when the project was first proposed. With the Commissioners, he is very happy to report that the County has executed a document with the U.S. Marshall's Service to provide the capital in the amount of \$1.2 million. In return, the County will commit forty (40) beds/spaces in the new House of Corrections for the U.S. Marshals' Service. This will generate an additional \$800,000 to \$1,000,000 per year in boarding fee revenues over the next 15 years. The \$1.2 million will enable the County to add 72 beds to the jail plan for the County's use in the future, as well as offsetting expenses with additional revenue from room and board.

Chairman Gilmore recognized Representative Wall, who stated that she wanted to thank the Commissioners and the Administrator, and Superintendent for negotiating this contract with the Marshall's Service. It is something that has been in the process since the concept of expansion of the jail occurred several years ago, so it is heartening to know that this has worked out to the County's benefit.

Representative Brown stated that on behalf of the residents of Strafford County, she wanted to thank everyone involved in this process and their efforts to lower taxes, including County Administrator Bower, the Commissioners, and the Jail Committee. This was a monumental task.

Representative Callaghan motioned to accept the agreement with the U.S. Marshals' Service and to authorize the Commissioners to sign the agreement. Seconded by Representative Wall and accepted unanimously, 21 to 0 on a roll call vote, as follows:

YEAS: Berube, Brennan, Brown, Callaghan, Dechane, Dunlop, Gilmore, Goodwin, Grassie, Harrington, Johnson, Kaen, Knowles, Lent, A. Pelletier, M. Pelletier, Rollo, Taylor, Wall, Woodill, Woods (21)

NAYS: None

Chairman Gilmore noted that the Commissioners had some updates to brief the Delegation on that were discussed at the Executive Committee Meeting yesterday. Commissioner Maglaras stated that these items are for the Delegation's information and to keep them abreast of County events and require no action.

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Commissioner Maglaras reported that the Executive Committee voted yesterday to authorize the Commissioners to spend up to \$45,000.00 to repair the westerly side of the roof on the Justice and Administration building. The roof has been leaking for several years and has gotten to the point that the tenants are complaining about the continual leaks. The money will be expended out of the contingency and will be made up from under-expenditures in other parts of the budget.

The second item Commissioner Maglaras wanted to update the Delegation on was in regards to the Cocheco Valley Humane Society funding issue. Chairman Gilmore noted that although the Commissioners did not have to update the Delegation on this matter, as a matter of keeping them up to date and better informed they wanted to make a report. Commissioner Maglaras stated that the method of payment for the Humane Society has been set on a per stray subsidy, the total amount not to exceed \$30,000. There were several ways that these payments could be made; however, with the approval of the Policy and Procedure Committee, the best method for both the County and the CVHS was developed and a contract was signed. This will help future Delegations in their decision of whether to continue funding the program.

Commissioner Maglaras reported that the groundbreaking for the 26 unit assisted living facility would probably occur in August or September. The groundbreaking for the new jail will be in mid-June. Invitations to both events will be sent to the Delegation.

Chairman Gilmore stated that, as requested, there is a position available for a Delegation member to serve on the board for the Covered Bridge Elderly Project. He asked that anyone with an interest in serving on this board contact him so that he may set up the appointment. Representative Wall asked when the facility would be ready for people to move into. Commissioner Maglaras replied that it would be ready in ten (10) months to a year from now.

Commissioner Maglaras reported on the status of the Proportionate Share Pool (PSP) money. The State is awaiting confirmation from Washington on this money along with fourteen (14) other states involved in the process. He will continue to provide updates on these funds. Chairman Gilmore asked Commissioner Maglaras to provide some clarification on the PSP money. Commissioner Maglaras stated that the County would eventually receive about \$2 million dollars in proportionate share pool (PSP) money. The PSP money is sort of a reimbursement from Medicare and Medicaid for costs for the services provided at Riverside Rest Home, however, it is a difficult process to explain. The State and the other counties also receive a portion of these funds. We currently budgeted to receive an estimated \$656,000, and it will continue to be a significant source of money for the County in the next couple of years. The Delegation may have to be called back in to vote on receipt of these funds we should receive more than the amount budgeted.

The next matter was regarding the County's auditors. Representative Goodwin had suggested that the County go out to bid for the County's auditing services, which was done. The County is now using the services of Ron Beaulieu, CPA.

Chairman Gilmore stated that since there is no longer a quorum present, the minutes of past meetings cannot be approved. He asked if there was any further business anyone wished to discuss.

Representative DeChane wished to have Representative Rollo recognized and congratulated for receipt of his award last week in Concord. She asked that this be reflected in the minutes.

There being no further business, the meeting was adjourned at 10:30 a.m.

Respectfully submitted,
Anne Grassie, Clerk

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STRAFFORD COUNTY DELEGATION ORGANIZATIONAL MEETING MINUTES OF DECEMBER 11, 2002

A Public Meeting of the Strafford County Legislation Delegation was held on Wednesday, December 11, at 7:00 p.m. at Courtroom I of the William A. Grimes Strafford County Justice and Administrative Building. Vice Chairman Callaghan called the meeting to order at 7:00 p.m. Representative Knowles led the Delegation in the Pledge of Allegiance, which was followed by a Moment of Silence. Acting Chairman Callaghan then asked for a motion to nominate a Temporary Clerk. Representative Taylor nominated Anne Grassie to serve as Temporary Clerk. The motion was seconded. Representative Pelletier motioned to close nominations for Temporary Clerk; seconded and approved on voice vote. Representative Taylor motioned to elect Anne Grassie as Temporary Clerk; seconded and accepted unanimously. Temporary Clerk Grassie then read the notice of the Organizational Meeting. The Temporary Clerk then called the roll, which showed the following members present:

PRESENT: Albert, Bemis, Berube, Bickford, Brown, Callaghan, Cataldo, Campbell, Creteau, Easson, Grassie, Harrington, Heon, Hofeman, Keans, Knowles, Miller, Musler, Newton, Pelletier, Rollo, Schmidt, Scott, Smith, Snyder, Spang, Taylor (Kathleen), Taylor (Kathrine), Twombly, Vachon, Wall, and Woods (32 of 37).

EXCUSED: Dunlap, Johnson, Kaen, and Rous (4)

ABSENT: Gilmore (2001/2002 Delegation Chairman), Hollinger

Also present were Strafford County Commissioners George Maglaras and Ron Chagnon, County Administrator Ray Bower, Jean Miccolo, Administrative Assistant, County Attorney Janice Rundles, Domestic Violence Unit Director Cubbi Lirrette, Col. Duncan D. Chaplin, III, Brad Morin, Fosters Daily Democrat, as well as members of the public.

Representative Smith asked for clarification on the legality of having a quorum present, the voting rights, and rights to office of members of the Delegation that had not yet been sworn in. She noted that Representatives Richard Heon and Julie Brown have not yet been sworn into office and therefore, are not official at this time. Representative Heon noted that he has a certificate from the Governor's office stating that he is a member of the House of Representatives. Representative Schmidt stated that he asked the Clerk of the House, Karen Wadsworth about this matter and was told that representatives that had not yet been sworn in could not vote until sworn in. If the Delegation so chose, the representative could be elected to serve in an office, but they could not act in any capacity until sworn in. Temporary Clerk Grassie noted that a quorum was present, regardless of the two representatives that have not been sworn in, as 32 out of 37 representatives are present. Acting Chairman Callaghan asked for an opinion of County Attorney Rundles, who was present. Attorney Rundles referred to the R.S.A. that delineates this type of issue. The R.S.A. reiterated what the Clerk of the House had stated, that members that had not yet been sworn in could not vote; they could be elected to office, but could not act until sworn in. Acting Chairman Callaghan asked if anyone was in disagreement with this assessment of the law; no one spoke in opposition.

Acting Chairman Callaghan asked for nominations for a Temporary Chairman. Representative Schmidt nominated Frank Callaghan; seconded. Representative Spang nominated Representative Vachon, then withdrew nomination. Representative Kathleen Taylor motioned that one vote be cast for Temporary Chairman; seconded and accepted unanimously. Frank Callaghan served as Temporary Chairman until a new Chairman is elected. Temporary Chairman Callaghan called a 15-minute recess for the parties to caucus. Upon return of members, Representative Vachon motioned to nominate Representative Callaghan for Chairman; seconded by Representative Wall. Representative Harrington nominated Representative Heon to serve as Chairman. Seconded by Representative Twombly. Representative Smith motioned to close nominations for Chairman; seconded and accepted. Representative Heon asked if he could address the Delegation for a few minutes. This

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was agreed to by verbal consent. Representative Heon gave a prepared speech in support of his candidacy for Chairman. Representative Vachon requested a point of order and withdrew his assent to allow Representative Heon to speak; Representative Heon noted that he had only a minute or two left to speak and was allowed by Temporary Chairman Callaghan to do so.

The vote for Chairman was called and members cast their votes by secret ballot. County Administrator Bower and Administrative Assistant Miccolo collected and counted the votes in the presence of the full Delegation. After tabulation was complete, Temporary Clerk Grassie announced the Representative Callaghan had received the majority of votes and was declared Chairman for the 2003-2004 term. There was some question as to the number of votes received by each individual; Temporary Clerk Grassie noted that the voting was done by secret ballot by assent of the Delegation and the numbers would not be announced to the public.

Representative Wall nominated Representative Pelletier to act as Vice Chairman; seconded by Representative Schmidt. Representative Newton nominated Representative Keans to serve as Vice Chairman; seconded by Representative Musler. Representative Smith motioned to close nominations for Vice Chairman; seconded and accepted. Ballots were distributed to the Delegation for voting purposes; then collected and counted again by County Administrator Bower and Administrative Assistant Miccolo in the presence of the full Delegation. After tabulation was complete, Temporary Clerk Grassie announced that Representative Keans had received the majority of votes for Vice Chairman and was declared Vice Chairman for the 2003-2004 term.

Representative Schmidt nominated Representative Grassie to serve as Clerk for the 2003-2004 biennium. Seconded and accepted. Representative Newton nominated Representative Woods to serve as Clerk; seconded and accepted. Representative Berube motioned to close nominations for Clerk; seconded and accepted. Ballots were distributed to the Delegation for voting purposes, collected and counted by County Administrator Bower and Administrative Assistant Miccolo in the presence of the full Delegation. After tabulation was complete, Chairman Callaghan announced that Representative Grassie had received a majority of votes for Clerk and was declared Clerk of the Delegation for the 2003-2004 term.

Representative Pelletier motioned to allow the Chairman, Vice Chairman and Clerk of the Delegation to serve as voting members of the Executive Committee; seconded by Representative Schmidt and accepted unanimously on voice vote. Representative Wall motioned to allow the County Commissioners to pay those County expenditures statutorily required to be paid until the Delegation approves the 2003 budget; seconded by Representative Knowles and accepted unanimously on voice vote.

Chairman Callaghan called a brief recess to allow the representatives from the Cities of Dover, Somersworth, and Rochester, and the representatives for the ten (10) towns to caucus to choose representatives to be nominated to the Delegation to serve on the Executive Committee. Chairman Callaghan stated that historically, the breakdown of the 15 members of the Executive Committee is as follows: Chairman, Vice Chairman, and Clerk: 3; Dover: 3 Representatives; Somersworth: 2 Representatives; Rochester: 3 Representatives; Towns of Barrington, Durham, Farmington, Lee, Madbury, Middleton, Milton, New Durham, Rollinsford, and Strafford: 4 Representatives. After the recess, Chairman Callaghan reconvened the meeting to receive nominations for the Executive Committee.

On behalf of the towns, Representative Smith announced the nominations to the Executive Committee, as follows: Representatives Cataldo, Rollo, Vachon, and Wall. On behalf of the City of Somersworth, Representative Berube announced the nominations to the Executive Committee as follows: Representative Berube and Snyder. On behalf of the City of Rochester, Representative Newton announced the nominations to the Executive Committee as follows: Representatives Creteau, Brown, and Newton. On behalf of the City of Dover, Representative Woods announced the nominations to the Executive Committee as follows: Representatives Knowles and Pelletier. She noted that the caucus ended twice in a tie for the third representative to the Executive

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Committee and requested that the representatives from Dover be allowed to meet at a future date to further discuss this and make a third nomination; or in the alternative, to present the two candidates to the full Delegation for a vote. Chairman Callaghan asked Commissioner Maglaras for some clarification on the legality of this request. Commissioner Maglaras responded that voting for the Executive Committee is done by the entire Delegation; nominations are presented by each city and the towns by those members present at the organizational. Although the nominee need not be present, it is decided by the representatives present. Representative Smith motioned to have the Delegation vote on the nominations presented by the cities and towns to the Executive Committee and then vote separately on the two nominees for Dover's third position on the Executive Committee. Seconded by Representative Wall and accepted on voice vote. After reviewing the names of the nominees presented for each city and town to the Executive Committee, the Delegation voted on each individually by city and town and all were unanimously accepted by the members of the Delegation, as follows: Towns: Representatives Cataldo, Rollo, Vachon, and Wall; Somersworth: Representatives Berube and Snyder; Rochester: Representatives Creteau, Brown, and Newton; Dover: Representatives Knowles and Pelletier

Representative Woods presented the names of the two nominees that were tied in caucus: Representatives Kathleen Taylor and Schmidt. She again requested that the Dover contingency be allowed to meet and make a recommendation at a future meeting. Request was denied by verbal decree. Ballots were distributed to the Delegation, collected and counted by County Administrator Bower and Administrative Assistant Miccolo, in the presence of the Delegation. Clerk Grassie announced that Representative Kathleen Taylor had received the majority of votes and was declared a member of the Executive Committee.

Chairman Callaghan then introduced Commissioner Maglaras and asked that he speak to the Delegation on behalf of the Commissioners. Commissioner Maglaras introduced himself and his colleagues on the Board of Commissioners for the 2003-2004 term, Commissioners Ron Chagnon and Cal Schroeder. Pamela Arnold will serve as County Treasurer, Janice Rundles as County Attorney, Wayne Estes as Sheriff, Leo Lessard as Register of Deeds, and Kim Quint as Register of Probate (although the State of New Hampshire operates this office). He welcomed the new members of the Delegation. He then updated them on upcoming meetings and important events taking place at the County in the coming year, as follows. Next Wednesday, December 18, 2002, at 7:00 p.m. there will be an informational meeting held to update the Delegation, interested parties, and the public on the status of the Jail Expansion. It is anticipated that work on the Jail Expansion will be complete by September of 2003. In early January, date to be announced, the Commissioners will have an Orientation for interested Delegation members to become more familiar with the operations of the County on January 8, 2003, the County officials will be sworn into office by Supreme Court Chief Justice Joseph Nadeau. The Commissioners 2003 Proposed Budget will be mailed to the Delegation prior to January 15, 2003. After release of this document, a Public Hearing by the Delegation is held. During the month of February, subcommittee meetings will take place to review different portions of the Budget. In early- to mid-March, the Executive Committee will meet and hear the Subcommittee recommendations and make its recommendations on the County Budget. The full Delegation will meet again in late March to approve the final Budget. The Delegation must vote on the budget by April 1, or the Commissioners Proposed budget goes into effect. Commissioner Maglaras stated that on behalf of himself and the other Commissioners, he was looking forward to working with the new Delegation and invited anyone with questions or concerns to contact any member of the Board, or the County Administrator, Ray Bower.

Chairman Callaghan noted that he would be sending notifications for the Subcommittee choices, as well as a more definitive list of dates of upcoming meetings to the Delegation shortly. He asked if anyone had any other business to bring before the Delegation. There being none, he called for a motion to adjourn. Representative Berube motioned to adjourn the meeting at 8:40 p.m. Seconded by Representative Wall and accepted unanimously.

Respectfully submitted,
Anne Grassie, Clerk, Strafford County Delegation

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STRAFFORD COUNTY DELEGATION INFORMATIONAL MEETING MINUTES OF DECEMBER 18, 2002

An Informational Public Meeting of the Strafford County Legislation Delegation was held on Wednesday, December 18, at 7:00 p.m. at Courtroom I of the William A. Grimes Strafford County Justice and Administrative Building. Board of County Commissioners Chairman Maglaras called the meeting to order at 7:00 p.m. and stated that this meeting was being held to update the Delegation and interested members of the public on the Strafford County House of Corrections Jail Expansion Project. No roll call was made, as this was not a mandatory meeting, but an informational meeting for interested parties. Present at the meeting were the following individuals:

PRESENT: Delegation Members: Bemis, Berube, Brown, Callaghan, Cataldo, Creteau, Hofeman, Kaens, Keans, Knowles, Newton, Arthur Pelletier, Marsha Pelletier, Kathleen Taylor, Vachon, Commissioners Maglaras, Chagnon, County Administrator Bower, Administrative Assistant Miccolo, Assistant Administrator Robichaud, Superintendent Funk, Clerk of the Works Paul Nason, Criminal Justice Consultants Dennis Liebert and David Bennett, Rosser Architect Buddy Golsen, Classification Officer Archambeault, Commissioner-Elect Cal Schroeder, Mr. Earle Goodwin, Mr. Dunc Chaplin, Brad Morin, Fosters Daily Democrat, and other interested members of the public.

Commission Chairman introduced Criminal Justice Consultant David Bennett, who gave a brief presentation on the status of programming at the Jail, the results of several meetings held with various members of the criminal justice system over the past week, and an update from the Criminal Justice Council. Next, Criminal Justice Consultant Dennis Liebert spoke on the status of the construction of the expansion of the House of Corrections. Architect Buddy Golsen then reviewed the layout of the new facility and answered several questions regarding location of specific areas, and stages of construction. Mr. Paul Nason, Clerk of the Works gave an update on specific construction events, and reported on the actions taken and that need to be taken to rectify an old gas spill that was thought to have been rectified 14 years ago, but that has resurfaced near the construction site that could have effected construction. The contaminated soil is being treated on-site and the County has a permit to discharge the treated wastewater. The State Department of Environmental Services is aware of the situation and is monitoring the County's efforts to clean up the site.

At the end of these presentations, Chairman Maglaras asked for any questions from the public. Several people spoke and the responses were satisfactory.

With no further business, the informational meeting was adjourned at 9:00 p.m., with the caveat that the Commissioners' Office could be contacted at any time with any further questions regarding the Jail Expansion or any other inquiries. He noted that the Commissioners' Proposed 2003 budget would be published by or before January 15, 2003.

Respectfully submitted,
Jean L. Miccolo, Administrative Assistant

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DIRECTORY

ADMINISTRATION

William A. Grimes Strafford County Justice & Administration Building
PO Box 799
Dover, New Hampshire 03820

Commissioners Office	742-1458
Personnel & Finance Office	742-1458
Human Services Department.....	742-1469
Information & Referral.....	742-8078
Family/Child Intervention Program.....	742-8078
Registry of Deeds	742-1741
County Attorney	749-2808
County Attorney Domestic Violence Unit	742-2706
Registry of Probate.....	742-2550
Superior Court.....	742-3065
UNH/Stafford County Cooperative Extension.....	749-4445
Conservation District.....	749-3037
Community Action Program	749-1334

**Stafford County Sheriff's Office
& Dispatch Center**

PO Box 1218	
Dover, New Hampshire 03820	742-4960

Stafford County House of Corrections/Jail

County Farm Crossroads	
Dover, New Hampshire 03820	742-3310

Stafford County Riverside Rest Home

30 County Farm Crossroads	
Dover, New Hampshire 03820	742-1348

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STRAFFORD COUNTY CITIES AND TOWNS

Barrington Town Office
41 Province Lane, Barrington, NH 03825664-9007

Dover City Hall
288 Central Avenue, Dover, NH 03820743-6000

Durham Town Office
15 Newmarket Road, Durham, NH 03824868-5571

Farmington Town Office
39 North Main Street, Farmington, NH 03835755-2208

Lee Town Office
Seven Mast Road, Lee, NH 03824659-5414

Madbury Town Office
13 Town Hall Road, Madbury, NH 03820742-5131

Middleton Town Office
200 Kings Highway, Middleton, NH 03887473-2261

Milton Town Office
Main Street, Box 310, Milton, NH 03851652-4501

New Durham Town Office
4 Main St., PO Box 207, New Durham, NH 03855859-2091

Rochester City Hall
31 Wakefield Street, Rochester, NH 03867332-1167

Rollinsford Town Office
PO Box 309, Rollinsford, NH 03869742-2510

Somersworth City Hall
157 Main Street, Somersworth, NH 03878692-4262

Strafford Town Office
Box 23, Ctr. Strafford, NH 03815664-2192

